

CITY OF NEWTON
PURCHASING DEPARTMENT

***CONTRACT FOR PUBLIC BUILDINGS
MAINTENANCE SERVICES***

PROJECT MANUAL:
***SERVICING, REPAIRING, INSTALLATION AND
PREVENTATIVE
MAINTENANCE OF AIR CONDITIONING
EQUIPMENT, ELECTRICAL AND PNEUMATIC
CONTROLS, AND HEATING EQUIPMENT
INVITATION FOR BID #11-77***

Bid Opening Date: May 5, 2011 at 10:30 a.m.

APRIL 2011

Setti D. Warren, Mayor

CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT

purchasing@newtonma.gov

Fax (617) 796-1227

May 3, 2011

ADDENDUM #1

INVITATION FOR BID #11-77

ANNUAL – HVAC SERVICE CONTRACT

THIS ADDENDUM IS TO: **Answer the following Questions:**

Q1. Would you have a complete equipment list for all facilities included in the RFP?

A1. No. We will not provide a list of the tens of thousands of pieces of equipment. We listed examples, and we will provide access to the buildings if the contractors want to further explore our types of equipment. Please contact Josh Morse, Public Buildings, telephone number 617-796-1608.

Q2. We are seeking clarification to a statement within the bid documents of bid# 11-77. The statement reads “It is the intention of the City of Newton Public Building Department to award to two contractors for the work”. Please clarify how this will be accomplished? How will the contract’s be divided? How will the bonding requirements be divided?

A2. The successful bidders will be required to furnish a Performance and Labor and Materials Payment Bond each in the amount of 100% of the contract total, in case one contractor cannot perform the needed functions.

All other terms and conditions of this bid remain unchanged

PLEASE ENSURE THAT YOU ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORM.

Thank you.



Rositha Durham
Chief Procurement Officer

CITY OF NEWTON

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SERVICING, REPAIRING, INSTALLATION AND PREVENTATIVE MAINTENANCE OF AIR CONDITIONING EQUIPMENT, ELECTRICAL AND PNEUMATIC CONTROLS, AND HEATING EQUIPMENT

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END OF SECTION

**CITY OF NEWTON
PURCHASING DEPARTMENT
INVITATION FOR BID #11-77**

The City of Newton invites sealed bids from Contractors for

**SERVICING, REPAIRING, INSTALLATION AND PREVENTATIVE MAINTENANCE OF
AIR CONDITIONING EQUIPMENT, ELECTRICAL AND PNEUMATIC
CONTROLS, AND HEATING EQUIPMENT**

**IT IS THE INTENTION OF THE CITY OF NEWTON PUBLIC BUILDINGS DEPARTMENT TO AWARD TO TWO
CONTRACTORS FOR THIS WORK.**

Bids will be received until **10:30 a.m., May 5, 2011**
at the Purchasing Department, Room 204, Newton City Hall, 1000 Commonwealth Ave., Newton, MA 02459. Immediately following the deadline for bids all bids received within the time specified will be publicly opened and read aloud.

Contract Documents will be available for pickup on the City's website at www.ci.newton.ma.us/bids or for pickup at the Purchasing Department **after 10:00 a.m., April 21, 2011**. There is no charge for contract documents.

All General Bids must be accompanied by a copy of a "Certificate of Eligibility" (DCAM Form CQ-7) issued by the Department of Capital Asset Management and Maintenance (DCAM) and a "Contractor Update Statement" (DCAM Form CQ-3). The category of work for which the Bidder must be certified: **HVAC**

During the bidding period, the City of Newton shall make available, between the hours of 8:00 a.m. - 3:00 p.m., all facilities for all bidders to visit the facilities with designated City personnel. **The City strongly encourages each bidder to visit each site; bidders will be responsible for all work under this Contract whether they visit the facilities or not.** *Bidders may contact Art Cabral or Hank Milo / Public Buildings to arrange viewing (617) 796-1600.*

The term of this contract shall extend from **July 1, 2011 through June 30, 2012**. The City, at its sole discretion, shall have the option to renew this Contract for **two (2) additional one (1) year terms**, with no change in the contract price and terms and conditions. The exercise of each option to renew shall be subject to appropriation of funding therefor.

All bids must be accompanied by a bid deposit in an amount that is not less than five percent (5%) of the value of the bid, including all add alternates. Bid deposits, payable to the City of Newton, shall be either in the form of a bid bond, or cash, or a certified check on, or a treasurer's or cashier's check issued by, a responsible bank or trust company. **All bids shall be submitted as one ORIGINAL and one COPY.**

All bids are subject to the provisions of M.G.L. Chapter 149, Section 44 A-J. **Wages are subject** to minimum wage rates determined by the Massachusetts Department of Labor and Industries pursuant to M.G.L. Chapter 149, Sec. 26 to 27H. The schedule of wage rates applicable to this contract is included in the bidding documents. In addition, the prevailing wage schedule will be updated annually for all public construction projects lasting longer than one (1) year. You will be required to pay the rates set out in any updated prevailing wage schedule. Increases in prevailing wage schedules will not be the basis for change order requests. The successful bidder will be required to provide a Certificate of Insurance demonstrating current coverage of the type and amounts set forth in the Project Manual. The successful bidder will be required to furnish a **Performance and Labor and Materials Payment Bond each in the amount of 100%** of the contract total.

All City of Newton bids are available on the City's web site, www.ci.newton.ma.us/bids Invitation for Bid. It is the sole responsibility of the contractor downloading these bids to ensure they have received any and all addenda prior to the bid opening. Addenda's will be available online within the original bid document as well as a separate file. If you download bids from the internet site and would like to make it known that your company has done so, you must fax the Purchasing Dept. (617) 796-1227 or email purchasing@newtonma.gov with your NAME, ADDRESS, PHONE, FAX AND INVITATION FOR BID NUMBER.

The City of Newton will reject any and all bids when required to do so by the above referenced General Laws. In addition, the City of Newton reserves the right to waive any informalities in any or all bids, or to reject any or all bids (in whole or in part) if it be in the public interest to do so.

CITY OF NEWTON
Rositha Durham
Chief Procurement Officer
April 21, 2011

CITY OF NEWTON
DEPARTMENT OF PURCHASING
INSTRUCTIONS TO BIDDERS

ARTICLE 1 - BIDDER'S REPRESENTATION

- 1.1 Each General Bidder (hereinafter called the "Bidder") by making a bid (hereinafter called "bid") represents that:
1. The Bidder has read and understands the Contract Documents and the bid is made in accordance therewith.
 2. The Bidder has visited the site and is familiar with the local conditions under which the Work has to be performed.
- 1.2 Failure to so examine the Contract Documents and site will not relieve any Bidder from any obligation under the bid as submitted.

ARTICLE 2 - REQUEST FOR INTERPRETATION

- 2.1 Bidders shall promptly notify the City of any ambiguity, inconsistency, or error which they may discover upon examination of the Contract Documents, the site, and local conditions.
- 2.2 Bidders requiring clarification or interpretation of the Contract Documents shall make a written request to the *Chief Procurement Officer*, at purchasing@newtonma.gov or via facsimile (617) 796-1227. The City will answer such requests if received Friday, April 29, 2011 at 12:00 noon.
- 2.3 Interpretation, correction, or change in the Contract Documents will be made by Addendum which will become part of the Contract Documents. The City will not be held accountable for any oral instruction.
- 2.4 Addenda will be emailed to every individual or firm on record as having taken a set of Contract Documents.
- 2.5 Copies of addenda will be made available for inspection at the location listed in the Invitation for Bids where Contract Documents are on file, in addition to being available online at www.ci.newton.ma.us/bids.
- 2.6 Bidders or proposers contacting ANY CITY EMPLOYEE regarding an Invitation for Bid (IFB) or a Request for Proposal (RFP), outside of the Purchasing Department, once an IFB or RFP has been released, may be disqualified from the bidding process.
- 2.7 Bidders downloading information off the internet web site are solely responsible for obtaining any addenda prior to the bid opening. If the bidder makes themselves known to the Purchasing Dept., at purchasing@newtonma.gov or via facsimile (617) 796-1227, they shall be placed on the bidder's list. Bidders must provide the Purchasing Dept. with their company's name, street address, city, state, zip, phone, fax, email address and **INVITATION FOR BID #11-77**.

ARTICLE 3 - MBE PARTICIPATION

- 3.1 Notice is hereby given that the Mayor's Affirmative Action Plan for the City of Newton, dated October 18, 1977 is applicable to all contracts in excess of \$10,000.00. A copy of this plan is on file at City of Newton Purchasing Department.
- 3.2 Notice is hereby given that the City of Newton Minority/Women Business Enterprise Plan dated December 1999 and the Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program is applicable to all City contracts for goods and services in excess of \$50,000.00. Copies of these plans are incorporated in the bidding documents.

ARTICLE 4 - PREPARATION AND SUBMISSION OF BIDS

- 4.1 Bids shall be submitted on the "Bid Form" as appropriate, furnished by the City.
- 4.2 All entries on the Bid Form shall be made by typewriter or in ink.
- 4.3 Where so indicated on the Bid Form, sums shall be expressed in both words and figures. Where there is a discrepancy between the bid sum expressed in words and the bid sum expressed in figures, the words shall control.
- 4.4 Bid Deposits shall be submitted in the amount specified in the Invitation for Bids. They shall be made payable to the City of Newton and shall be either in the form of cash, certified check, treasurer's or cashier's check issued by a responsible bank or trust company, or a bid bond issued by a surety licensed to do business in the Commonwealth of Massachusetts; and shall be conditioned upon the faithful performance by the principal of the agreements contained in the bid.

Bid deposits of the three (3) lowest responsible and eligible Bidders shall be retained until the execution and delivery of the Owner/Contractor agreement.

- 4.5 The Bid, including the bid deposit shall be enclosed in a sealed envelope with the following plainly marked on the outside:

* GENERAL BID FOR:

* NAME OF PROJECT AND INVITATION NUMBER

* BIDDER'S NAME, BUSINESS ADDRESS, AND PHONE NUMBER

- 4.6 Date and time for receipt of bids is set forth in the Invitation for Bids.
- 4.7 Timely delivery of a bid at the location designated shall be the full responsibility of the Bidder.
- 4.8 Bids shall be submitted with **one original and one copy**.
- 4.9 The use of a company or brand name, except with software, in the specifications is intended solely for the purpose of describing a standard of quality, functional features and performance standards required and is not intended to limit or restrict competition. The bidder offering a product which they deem equal to the brand and model specified in the solicitation provided that the brand name specified is not followed by the words "no substitutions", **shall indicate so on the bid form and Minimum Requirements – Exception form** and submit with their bid the manufacturers specifications/descriptive literature for the product they are offering. **Failure to submit manufacturers specifications/descriptive literature with bids may be cause for bid rejection.**

"Equality" - An item equal to that named or described in the specifications of the contract may be furnished by the Vendor and the naming of any commercial name, trademark or other identification shall not be construed to exclude any item or manufacturer not mentioned by name or as limiting competition but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if (1) it is at least equal in quality, durability, appearance, strength and design; (2) it will perform at least equally the function imposed by the general design for the work being contracted for or the material being purchased; and (3) it conforms substantially, even with deviations, to the detailed requirements for the item in the specifications. The name and identification of all materials other than the one specifically named shall be submitted to the City in writing for approval, at time of bid, use or fabrication of such items. Subject to the provisions of M.G.L., Ch. 30, Sec. 39J, approval shall be at the sole discretion of the City, shall be in writing to be effective, and the decision of the City shall be final. The City may require tests of all materials so submitted to establish quality standards at the Vendor's expense. All directions, specifications and recommendations by manufacturers for installation, handling, storing, adjustment and operation of their equipment shall be complied with; responsibility for proper performance shall continue to rest with the Vendor.

- 4.10 Be advised that a new Massachusetts law has been enacted that required all employees who work on Massachusetts public works construction sites must have no less than 10 hours of OSHA-approved safety and health training. See Chapter 306 of the Acts of 2004, which will become effective July 1, 2006.
1. This requirement will apply to any general bid or sub bid submitted on or after July 1, 2006 and to any contract awarded on or after July 1, 2006.
 2. This law directs the Massachusetts Attorney General to restrain the award of construction contracts to any contractor who is in violation to this requirement and to restrain the performance of these contracts by non-complying contractors.

3. The contractor and all subcontractors on this project will be required to provide certification of compliance with this requirement. Non-compliance with this new Massachusetts Law will disqualify you from bidding on public contracts.

ARTICLE 5 - ALTERNATES

- 5.1 Each Bidder shall acknowledge Alternates (if any) in Section C on the Bid Form.
- 5.2 In the event an Alternate does not involve a change in the amount of the base bid, the Bidder shall so indicated by writing "No Change", or "N/C" or "0" in the space provided for that Alternate.
- 5.3 Bidders shall enter on the Bid Form a single amount for each Alternate which shall consist of the amount for work performed by the Contractor.
- 5.4 The low Bidder will be determined on the basis of the sum of the base bid and the accepted alternates.

ARTICLE 6 - WITHDRAWAL OF BIDS

- 6.1 Any bid may be withdrawn prior to the time designated for receipt of bids on written or telegraphic request. Telegraphic withdrawal of bids must be confirmed over the Bidder's signature by written notice postmarked on or before the date and time set for receipt of bids.
- 6.2 Withdrawn bids may be resubmitted up to the time designated for the receipt of bids.
- 6.3 No bids shall be withdrawn within thirty days, Saturdays, Sundays and legal holidays excluded, after the opening of the bids.

ARTICLE 7 - CONTRACT AWARD

- 7.1 The City of Newton will award the contract to the lowest eligible and responsible Bidder within thirty days, Saturdays, Sundays, and legal holidays excluded after the opening of bids.
- 7.2 The City of Newton reserves the right to waive any informalities in or to reject any or all Bids if it be in the public interest to do so.
- 7.3 As used herein, the term "lowest responsible and eligible Bidder" shall mean the Bidder (1) whose bid is the lowest of those bidders possessing the skill, ability and integrity necessary for the faithful performance of the work; (2) who shall certify that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (3) who, where the provisions of section eight B of chapter twenty-nine apply, shall have been determined to be qualified thereunder.
- 7.4 In the event that the City receives low bids in identical amount from two or more responsive and responsible Bidders, the City shall select the successful Bidder by a blind selection process such as flipping a coin or drawing names from a hat. The low Bidders who are under consideration will be invited to attend and observe the selection process.
- 7.5 Subsequent to the award and within five (5) days, Saturday, Sundays and legal holidays excluded, after the prescribed forms are presented for signature, the successful Bidder shall execute and deliver to the City a Contract in the form included in the Contract Documents in such number of counterparts as the City may require.

ARTICLE 8 - TAXES

- 8.1 The Bidder shall not include in this bid any tax imposed upon the sale or rental of tangible personal property in this Commonwealth, such as any and all building materials, supplies, services and equipment required to complete the work.
- 8.2 The City is exempt from payment of the Massachusetts Sales Tax, and the Bidder shall not include any sales tax on its bid. The City's exemption Number is E-046-001-404.

END OF SECTION

CITY OF NEWTON
SERVICING, REPAIRING, INSTALLATION AND PREVENTATIVE MAINTENANCE OF
AIR CONDITIONING EQUIPMENT, ELECTRICAL AND PNEUMATIC
CONTROLS, AND HEATING EQUIPMENT
BID FORM #11-77

TO THE AWARDING AUTHORITY:

- A.** The undersigned proposes to furnish all labor and materials required for **Servicing, Repairing, Installation and Preventative Maintenance of Air Conditioning Equipment, Electrical and Pneumatic Controls, and Heating Equipment** in Newton, Massachusetts in accordance with the accompanying plans and specifications prepared by the City of Newton for the contract price specified below, subject to additions and deductions according to the terms of the specifications.
- B.** This bid includes addenda number(s) _____, _____, _____, _____,
- C.** The proposed contract price is:

(Total of Items 1 through 4 on the Itemized Bid Form)

DOLLARS (\$ _____)

For Alternate No. N/A Add \$ N/A ; Subtract \$ N/A

The undersigned has completed and submits herewith the following documents:

- ☐ A five percent (5%) bid deposit/bid guarantee.
- ☐ Bidders Qualifications and References Form, 2 pages
- ☐ Certificate of Non-Collusion, 1 page
- ☐ Certificate of Eligibility for HVAC (DCAM Form CQ7)
- ☐ Update Statement (DCAM Form CQ3)
- ☐ Itemized Bid Form, 1 page
- ☐ Attachment A - Item #4 Ind. Maint. Fee, 2 pages

- D.** The sub-division of the proposed contract price is as follows:

Item 1. The work of the General Contractor, being all work other than that covered by Item 2

Total of Item 1: \$ N/A

Item 2. Sub-bids as follows:

Sub-Trade	Name of Sub-bidder	Amount	Bond Required ? (Yes or No)
<u> N/A </u>	<u> N/A </u>	\$ <u> N/A </u>	<u> N/A </u>

Total of Item 2: \$ N/A

The undersigned agrees that each of the above named sub-bidders will be used for the work indicated at the amount stated, unless a substitution is made. The undersigned further agrees to pay the premiums for the performance and payment bonds furnished by sub-bidders as requested herein and that all of the cost of all such premiums is included in the amount set forth in Item 1 of this bid.

The undersigned agrees that if s/he is selected as general contractor, s/he will promptly confer with the awarding authority on the question of sub-bidders; and that the awarding authority may substitute for any sub-bid listed above a sub-bid filed

with the awarding authority by another sub-bidder for the sub-trade against whose standing and ability the undersigned makes no objection; and that the undersigned will use all such finally selected sub-bidders at the amounts named in their respective sub-bids and be in every way as responsible for them and their work as if they had been originally named in this general bid, the total contract price being adjusted to conform thereto.

- E.** The undersigned agrees that, if s/he is selected as general contractor, s/he will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this bid and furnish a labor and materials or payment bond, each of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the awarding authority and each in the sum of the contract price, the premiums for which are to be paid by the general contractor and are included in the contract price.

The undersigned hereby certifies that s/he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that s/he will comply fully with all laws and regulations applicable to awards made subject to section forty-four A of M.G.L. Chapter 30, s 39M.

The undersigned certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (2) that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration ("OSHA") that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and (3) that all employees to be employed in the work subject to this bid have successfully completed a course in construction safety and health approved by the United States OSHA that is at least 10 hours in duration. The undersigned understands that any employee found on a worksite subject to this section without documentation of successful completion of a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration shall be subject to immediate removal.

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

(Name of General Bidder)

BY: _____
(Signature)

(Printed Name and Title of Signatory)

(Business Address)

(City, State Zip)

(Telephone)

(Fax)

(E-mail address)

NOTE: If the bidder is a corporation, indicate state of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses of all partners; and if an individual, give residential address if different from business address.

END OF SECTION

CITY OF NEWTON

BIDDER'S QUALIFICATIONS AND REFERENCES FORM

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheet for starred items. This information will be utilized by the City of Newton for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: _____
2. WHEN ORGANIZED: _____
3. INCORPORATED? _____ YES _____ NO DATE AND STATE OF INCORPORATION: _____
- * 4. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION:

- * 5. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU?
_____ YES _____ NO
IF YES, WHERE AND WHY?

- * 6. HAVE YOU EVER DEFAULTED ON A CONTRACT? _____ YES _____ NO
IF YES, PROVIDE DETAILS.

- * 7. LIST YOUR VEHICLES/EQUIPMENT AVAILABLE FOR THIS CONTRACT:

- * 8. IN THE SPACES FOLLOWING, PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM SIMILAR IN NATURE TO THE PROJECT BEING BID. A MINIMUM OF FOUR (4) CONTRACTS SHALL BE LISTED. PUBLICLY BID CONTRACTS ARE PREFERRED, BUT NOT MANDATORY.

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____

DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? _____ YES _____ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____) _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? _____ YES _____ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____) _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? _____ YES _____ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____) _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: _____
OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____
PUBLICLY BID? _____ YES _____ NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #: (____) _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e., contract manager, purchasing agent, etc.)

9. The undersigned certifies that the information contained herein is complete and accurate and hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the City of Newton in verification of the recitals comprising this statement of Bidder's qualifications and experience.

DATE: _____ BIDDER: _____

SIGNATURE: _____

PRINTED NAME: _____ TITLE: _____

END OF SECTION

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee club, or other organization, entity, or group or individuals.

(Signature of individual)

Name of Business

PUBLIC BUILDINGS MAINTENANCE SERVICE:
SERVICING, REPAIRING, INSTLLATION AND PREVENTATIVE
MAINTENANCE OF AIR CONDITIONING
EQUIPMENT, ELECTRICAL AND PNEUMATIC
CONTROLS, AND HEATING EQUIPMENT

ITEMIZED BID FORM #11-77

Bidder submits the following itemized pricing for the maintenance and repair services described in the Project Manual.

All quantities shown below are estimates only of the City's requirements during the contract term. The City will direct the contractor to perform only that work which is actually required. The contractor will be compensated only for that work which is actually performed,

1. Standard Rate - (Para. 1.08 A)

Standard Rate \$/HR_____X 7,500 HRS = \$_____

2. Premium Rate - (Para. 1.08 B)

Premium Rate \$/HR_____X 200 HRS = \$_____

3. Allowance for materials (Para. 2.01)

= \$ 165,000.00

4. Total Preventative Maintenance – (Para. 3.02)*

= \$_____

The total here must represent the TOTAL of
“Attachment A”

Grand Total (Items 1 through 4) = \$_____

*** Bidder must insert the Total of items #1 through #4 in the space provided in paragraph “C” of the Form for General Bid.*

COMPANY: _____

ATTACHMENT – A
(ITEM #4 BID SHEET)

Total Preventative Maintenance Cost per Section 3.02 per building – one time.

The total of this cost shall be added to Item #4 of the Itemized Bid Form.

SCHOOL DEPARTMENT:

Angier School	1697 Beacon Street, Waban 02468	\$ _____
Bigelow Middle School	42 Vernon Street, Newton 02458	\$ _____
Bowen School	280 Cypress Street, Newton Centre 02459	\$ _____
Brown Middle School	125 Meadowbrook Road, Newton Centre 02459	\$ _____
Burr School	171 Pine Street, Auburndale 02466	\$ _____
Cabot School	229 Cabot Street, Newtonville 02460	\$ _____
Countryside School	191 Dedham Street, Newton Highlands 02461	\$ _____
Day Middle School	21 Minot Place, Newtonville 02460	\$ _____
Ed Center	100 Walnut Street, Newtonville 02460	\$ _____
Franklin School	125 Derby Street, West Newton 02465	\$ _____
Lincoln-Eliot School	191 Pearl Street, Newton 02458	\$ _____
Horace-Mann School	687 Watertown Street, Newtonville 02460	\$ _____
Mason-Rice School	149 Pleasant Street, Newton Centre 02459	\$ _____
Memorial-Spaulding School	250 Brookline Street, Newton Centre 02459	\$ _____
Peirce School	170 Temple Street, West Newton 02465	\$ _____
Oak Hill Middle School	130 Wheeler Road, Newton Centre 02459	\$ _____
South High School	140 Brandeis Road, Newton Centre 02459	\$ _____

South High Auto Shop	Brandeis Road, Newton Centre 02459	\$ _____
Underwood School	101 Vernon Street, Newton 02458	\$ _____
Ward School	10 Dolphin Road, Newton Centre 02459	\$ _____
Williams School	141 Grove Street, Auburndale 02466	\$ _____
Zervas School	30 Beethoven Avenue, Waban 02468	\$ _____

PUBLIC BUILDINGS DEPARTMENT:

Public Buildings Department	52 Elliot Street, Newton Highlands 02461	\$ _____
City Hall & War Memorial	1000 Commonwealth Ave. Newton Center 02459	\$ _____
Kennard Estate	246 Dudley Road, Newton Centre 02459	\$ _____
Public Bldgs. Dept. Annex	R525 Winchester Street, Newton Highlands 02461	\$ _____

PUBLIC WORKS DEPARTMENT:

Crafts Street Stable	92 Crafts Street, Newtonville 02460	\$ _____
Crafts Street Garage	110 Crafts Street, Newtonville 02460	\$ _____
Elliot Street Stable	70 Elliot Street, Newton Highlands 02461	\$ _____
Elliot Street Garage	80 Elliot Street, Newton Highlands 02461	\$ _____
Water/Sewer Facility	60 Elliot Street, Newton Highlands 02461	\$ _____

SURPLUS BUILDINGS:

Newton Highlands Library	20 Hartford Street, Newton Highlands 02461	\$ _____
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POLICE DEPARTMENT FACILITIES:

Police Headquarters	1317 Washington Street, West Newton 02465	\$ _____
Police Garage (rear)	1321 Washington Street, West Newton 02465	\$ _____
Police Annex	25 Chestnut Street, West Newton 02465	\$ _____

ATTACHMENT – A

(ITEM #4 BID SHEET)

MISCELLANEOUS BUILDINGS:

Health Department	1294 Centre Street, Newton Centre 02459	\$ _____
Jackson Homestead	527 Washington Street, Newton 02458	\$ _____
Senior Citizen Center	345 Walnut Street, Newtonville 02460	\$ _____

FIRE DEPARTMENT FACILITIES:

Fire Alarm Headquarters	1164 Centre Street, Newton Centre 02459	\$ _____
Fire Station #1	241 Church Street, Newton 02458	\$ _____
Fire Station #2	1750 Commonwealth Avenue, West Newton 02465	\$ _____
Fire Station #3	31 Willow Street, Newton Centre 02459	\$ _____
Fire Station #4	195 Crafts Street, Newtonville 02460	\$ _____
Fire Station #7	144 Elliot Street, Newton Upper Falls 02464	\$ _____
Fire Station #10	755 Dedham Street, Newton Centre 02459	\$ _____

LIBRARY DEPARTMENT FACILITIES:

Main Library	330 Homer Street, Newton Centre 02459	\$ _____
Auburndale Library	375 Auburn Street, Auburndale 02466	\$ _____
Newton Corner Library	124 Vernon Street, Newton 02458	\$ _____
Nonantum Library	114 Bridge Street, Newton 02495	\$ _____
Waban Library	1608 Beacon Street, Waban 02468	\$ _____

PARKS AND RECREATION DEPARTMENT:

Recreation Headquarters	70 Crescent Street, Auburndale 02466	\$ _____
Recreation Garage	70R Crescent Street, Auburndale 02466	\$ _____
Albemarle Field House	250 Albemarle Road, Newtonville 02460	\$ _____
Auburndale Field House	W. Pine Street, Auburndale 02466	\$ _____
Bullough Pond Shelter	Bullough Park, Newton Centre 02459	\$ _____
Burr Field House	142 Park Street, Newton 02458	\$ _____
Cabot Field House	101 East Side Parkway, Newtonville 02460	\$ _____
Carr School	225 Nevada Street, Newton 02495	\$ _____
Crystal Lake Bath House	16 Rogers Street, Newton Highlands 02461	\$ _____
Gath Pool Facility	256 Albemarle Road, Newtonville 02460	\$ _____
Hawthorne Playground	17 Hawthorne Street, Newton 02495	\$ _____
Nahanton Field House	Nahanton Street, Newton Highlands 02461	\$ _____
Newton Highlands	10 Winchester Street, Newton Highlands 02461	\$ _____
Newton Centre Hut	81 Tyler Terrace, Newton Centre 02459	\$ _____

TOTAL of Item #4 \$ _____

(Total shall be added to Item #4 of Itemized Bid Form)

(Additional locations may be added to this list of locations, should those locations become the property of the City of Newton.)

END OF SECTION

CONTRACT FORMS

The awarded bidder will be required to complete and submit the following documents in order to execute a contract pursuant to this bid.

The forms are provided for informational purposes only.

None of the following forms are required at the time of bid submittal.

CITY - CONTRACTOR AGREEMENT

CONTRACT NO. C-

THIS AGREEMENT made this ____ day of _____ in the year Two Thousand and Eleven by and between the CITY OF NEWTON, a municipal corporation organized and existing under the laws of the Commonwealth of Massachusetts, hereinafter referred to as the CITY, acting through its Chief Procurement Officer, but without personal liability to him, and

hereinafter referred to as the CONTRACTOR.

The parties hereto for the considerations hereinafter set forth agree as follows:

- I. SCOPE OF WORK.** The Contractor shall furnish all labor, materials and equipment, and perform all work required in strict accordance with the Contract Documents for the following project:

**SERVICING, REPAIRING, INSTALLATION AND PREVENTATIVE
MAINTENANCE OF AIR CONDITIONING
EQUIPMENT, ELECTRICAL AND PNEUMATIC
CONTROLS, AND HEATING EQUIPMENT**

- II. CONTRACT DOCUMENTS.** The Contract documents consist of the following documents which are either attached to this Agreement or are incorporated herein by referenced:

- a. This CITY-CONTRACTOR Agreement;
- b. The City's Invitation For Bid #11-77 issued by the Purchasing Department;
- c. The Project Manual for Servicing, Repairing, and Preventative Maintenance of Air Conditioning Equipment, Electrical and Pneumatic Controls, and Heating Equipment including the Instructions to Bidders; General Conditions; Special Conditions; MWBE/AA Requirements, Wage Rate Requirements and Wage Rate Schedule(s) including any updated prevailing wage rate schedules if applicable; The Supplementary Special Conditions; General Requirements and Project Specifications; and Drawings, if included or referenced therein;
- d. Addenda Number(s)_____;
- e. The Bid Response of the CONTRACTOR submitted for this Project and accompanying documents and certifications;
- f. Certificate(s) of Insurance and surety bond(s) submitted by the CONTRACTOR in connection with this Project;
- g. Duly authorized and executed Amendments, Work Orders, or Change Orders issued by the CITY after execution of this CITY-CONTRACTOR Agreement.

This CITY-CONTRACTOR Agreement, together with the other documents enumerated in this Article, constitute the entire Agreement between the CITY and the CONTRACTOR.

- III. PRIORITY OF DOCUMENTS.** In the event of inconsistency between the terms of this CITY -CONTRACTOR Agreement and the Project Manual, the terms of this Agreement shall prevail.

- IV. APPLICABLE STATUTES.** All applicable federal, state and local laws and regulations are incorporated herein by reference and the Contractor agrees to comply with same.

- V. CONTRACT TERM.** The term of this contract **shall extend from July 1, 2011 through June 30, 2012**. The City shall have the option, at its sole discretion, to renew this contract for two (2) additional one (1) year terms. It is understood that in the event the term of this contract or any renewal option exercised extends beyond June 30 in any calendar year, the City reserves the right to terminate the contract if funding for its continuance is not appropriated in the succeeding fiscal year commencing July 1.
- VI. AUTHORIZATION OF AND PAYMENT FOR WORK PERFORMED.** The execution of this contract does not constitute a notice to proceed or authorization to perform work. No work shall be commenced unless authorized by a written Work Order prepared by City of Newton Public Buildings Department specifying the work to be performed. The Contractor will be paid for work performed in accordance with the provisions contained in the Project Manual and applicable state law.
- VII. RESPONSIBILITY FOR THE WORK/INDEMNIFICATION.** The Contractor shall take all responsibility for the work, and shall take all precautions for preventing injuries to persons and property in or about the work and shall defend, indemnify and hold the City harmless from all loss, cost, damage or expense arising from injuries to persons or property in or about the work. The Contractor shall be responsible for any damage which may be caused by the failure or insufficiency of any temporary works. He shall effectively protect his work and shall be liable for all damage and loss by delay or otherwise caused by his neglect or failure so to do.
- VIII. WARRANTY.** Except as may be otherwise provided in the Project Manual, the Contractor shall replace, repair or make good, without cost to the City, any defects or faults arising within one (1) year after date of acceptance of work and materials furnished hereunder (acceptance not to be unreasonably delayed) resulting from imperfect or defective work done or materials furnished by the Contractor.
- IX. PATENT INDEMNIFICATION.** The Contractor agrees to assume the defense of and shall indemnify and save harmless the City and all persons acting for or on behalf of it from all suits and claims against them, or any of them, arising from or occasioned by the use of any material, equipment or apparatus, or any part thereof which infringes or is alleged to infringe on any patent rights. In case such material, equipment or apparatus, or any part thereof, in any such suit is held to constitute infringement, the Contractor, within a reasonable time, shall at its own expense, and as the City may elect, replace such material, equipment or apparatus with non-infringing material, equipment or apparatus, or remove the material, equipment, or apparatus and refund the sums paid therefor.
- X. ASSIGNMENT/SUB-CONTRACTING.** The Contractor agrees that he will not sell, assign or transfer this Contract or any part thereof or interest therein without the prior written consent of the City.
- XI. TERMINATION.** If the work to be done under this Contract shall be abandoned, or if this Contract or any part thereof shall be assigned or transferred, without the previous written consent of the City, or if the Contract or any claim hereunder shall be assigned by the Contractor otherwise than as herein specified, or if at any time the City determines that the conditions herein specified as to the rate of progress are not fulfilled, or that the work or any part thereof, is unnecessarily or unreasonably delayed, or that the Contractor has violated any of the provisions of this Contract, the City may terminate this Contract and/or notify the Contractor to discontinue such work or such part thereof as the City may designate, and the City may thereupon by agreement or otherwise, as it may determine, complete the work, or any part thereof; and for such completion the City for itself or for its Contractor may take possession of and use or cause to be used in the completion of the work thereof any of such materials, apparatus, machinery, implements, and tools of every description as may be found upon said work. Termination pursuant to this paragraph shall not entitle the Contractor to any claim for damages on account thereof, nor shall it relieve the Contractor of any liability under this Contract.
- XII. GOVERNING LAW.** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.
- XIII. SEVERABILITY.** The provisions of this Contract are severable. If any section, paragraph, clause or provision of this Contract shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Contract shall be unaffected by such adjudication and all of the remaining provisions of this Contract shall remain in full force and effect as though such section, paragraph, clause or provision, or any part thereof so adjudicated to be invalid, had not been included herein, unless such remaining provisions, standing alone, are incomplete and incapable of being executed in accordance with the intent of the parties to this Contract.
- XIV. AMENDMENTS TO THIS CONTRACT.** This Contract may not be amended except in writing executed in the same manner as this CITY-CONTRACTOR Agreement.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed under seal the day and year first above written.

CONTRACTOR

By _____
Title _____
Date _____

Affix Corporate Seal Here

I hereby certify that funds are available in the following account numbers:

01-115-02-52407
01-115-03-52407
01-115-06-52407
98550690-52407

I further certify that the Mayor, or his designee, is authorized to execute contracts and approve change orders.

By _____
Comptroller of Accounts

Date _____

CITY OF NEWTON

By _____
Chief Procurement Officer

Date _____

By _____
Commissioner of Public Buildings

Date _____

Approved as to Legal Form and Character

By _____
Associate City Solicitor

Date _____

CONTRACT APPROVED

By _____
Mayor or his designee

Date _____

CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the Clerk/Secretary of _____
(insert full name of Corporation)
2. corporation, and that _____
(insert the name of officer who signed the **contract and bonds.**)
3. is the duly elected _____
(insert the title of the officer in line 2)
4. of said corporation, and that on _____
(insert a date that is ***ON OR BEFORE*** the date the officer signed the **contract and bonds.**)

at a duly authorized meeting of the Board of Directors of said corporation, at which all the directors were present or waived notice, it was voted that

5. _____ the _____
(insert **name** from line 2) (insert **title** from line 3)

of this corporation be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name and on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

6. ATTEST: _____ *AFFIX CORPORATE*
(Signature of **Clerk or Secretary**)* *SEAL HERE*
7. Name: _____
(Please print or type name in line 6)*
8. Date: _____
(insert a date that is ***ON OR AFTER*** the date the officer signed the **contract and bonds.**)

* The name and signature inserted in lines 6 & 7 must be that of the Clerk or Secretary of the corporation.

ATTESTATION

Pursuant to MG c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersign's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

**Signature of Individual
or Corporate Contractor (Mandatory)

*** Contractor's Social Security Number
(Voluntary) or Federal Identification Number

By: _____
Corporate Officer
(Mandatory, if applicable)

Date: _____

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of GL c. 62C, § 49A.

CITY OF NEWTON, MASSACHUSETTS

PERFORMANCE BOND

Know All Men By These Presents:

That we, _____ as PRINCIPAL, and _____, as SURETY, are held and firmly bound unto the City of Newton as Obligee, in the sum of _____ dollars (\$_____) to be paid to the Obligee, for which payments well and truly to be made, we bind ourselves, our respective heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the said PRINCIPAL has made a contract with the Obligee, bearing the date of _____, 20____, for the construction of _____ in Newton, Massachusetts.
(Project Title)

Now, the condition of this obligation is such that if the PRINCIPAL and all Sub-contractors under said contract shall well and truly keep and perform all the undertakings, covenants, agreements, terms and conditions of said contract on its part to be kept and performed during the original term of said contract and any extensions thereof that may be granted by the Obligee, with or without notice to the SURETY, and during the life and any guarantee required under the contract, and shall also well and truly keep and perform all the undertakings, covenants, agreements, terms and conditions of any and all duly authorized modifications, alterations, changes or additions to said contract that may hereafter be made, notice to the SURETY of such modifications, alterations, changes or additions being hereby waived, then this obligation shall become null and void; otherwise, it shall remain in full force, virtue and effect.

In the event, that the contract is abandoned by the PRINCIPAL, or in the event that the Obligee terminates the employment of the PRINCIPAL or the authority of the PRINCIPAL to continue the work said SURETY hereby further agrees that said SURETY shall, if requested in writing by the Obligee, take such action as is necessary to complete said contract.

In Witness Whereof, the PRINCIPAL and SURETY have hereto set their hands and seals this ____day of _____, 20__.

PRINCIPAL

SURETY

BY _____
(SEAL)

BY _____
(ATTORNEY-IN-FACT) (SEAL)

(Title)

ATTEST: _____

ATTEST: _____

CITY OF NEWTON, MASSACHUSETTS

PAYMENT BOND

Know All Men By These Presents:

That we, _____, as PRINCIPAL, and _____, as SURETY, are held and firmly bound unto the City of Newton as Obligee, in the sum of _____ dollars (\$_____) to be paid to the Obligee, for which payments well and truly to be made, we bind ourselves, our respective heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the said PRINCIPAL has made a contract with the Obligee, bearing the date of _____, 20____, for the construction of _____ in Newton, Massachusetts.
(Project Title)

Now, the conditions of this obligation are such that if the PRINCIPAL and all Sub-contractors under said contract shall pay for all labor performed or furnished and for all materials used or employed in said contract and in any and all duly authorized modifications, alterations, extensions of time, changes or additions to said contract that may hereafter be made, notice to the SURETY of such modifications, alterations, extensions of time, changes or additions being hereby waived, the foregoing to include any other purposes or items set out in, and to be subject to, provisions of M.G.L. c. 30, sec. 39A, and M.G.L. c. 149 sec. 29, as amended, then this obligation shall become null and void; otherwise it shall remain in full force, virtue and effect.

In Witness Whereof, the PRINCIPAL and SURETY have hereto set their hands and seals this ____day of _____, 20__.

PRINCIPAL

SURETY

BY _____
(SEAL)

BY _____
(ATTORNEY-IN-FACT) (SEAL)

(Title)

ATTEST: _____

ATTEST: _____

GENERAL CONDITIONS OF THE CONTRACT FOR NON-TECHNICAL SERVICES

The City of Newton, herein referred to as the City, does hereby establish the following General Conditions, applicable to this Invitation for Bids and any subsequent purchase order, work order, shipping order or contract resulting therefrom.

1.0 SCOPE OF SERVICES

- 1.1 The Contractor agrees to furnish all labor, materials, equipment and insurance necessary to perform and fully complete, in every respect, within the time frame herein specified, all work (hereinafter referred as the Services) described in the Project Manual.
- 1.2 The Contractor shall not make any changes in the scope of Services without the prior written consent of the City. The Contractor shall make reasonable revisions or corrections, within the scope of Services, to any work performed until submitted in a form acceptable to the City.
- 1.3 The City reserves the right to alter, add to or reduce the Services by delivering to the Contractor written notice specifying the nature and extent of such alteration, addition or reduction. Such notice shall be effective upon the later of actual receipt by the Contractor or upon the date given in such notice. No addition to the Services shall be made unless the City and the Contractor have agreed to such increase in writing.

2.0 CONTRACT TERM

- 2.1 The obligations of the Contractor identified herein shall commence upon execution of the City-Contractor Contract and shall continue in full force and effect for the duration of the contract term as identified in the Project Manual. The contractor shall commence the performance of services under this contract promptly upon receipt of the City's Notice to Proceed in accordance with the provisions identified in the Project Manual.
- 2.2 In the event the term of this contract exceeds a period of one year and notwithstanding any provision to the contrary herein, the City shall cancel this contract in the event that funds are not appropriated or otherwise made available to support continuation of performance by the Contractor in any fiscal year succeeding the first year.

3.0 EXECUTION

- 3.1 All work required hereunder shall be performed as promptly as possible, and in any event within the time herein set forth, and such work shall be subject to approval and acceptance by the City, but such approval and acceptance shall not relieve the Contractor from the obligation to correct any incomplete, inaccurate or defective work, all of which shall be promptly remedied by the Contractor on demand, without cost to the City. The Contractor shall obtain all the required licenses and permits for the work herein described.
- 3.2 The Contractor shall conform to all determinations and directions of the City concerning the Contractor's delivery of services in the event of inclement weather, equipment failure, picket lines on City property, or labor strikes by the contractor's employees.

4.0 COMPENSATION

- 4.1 The City shall pay the Contractor for services rendered under this contract in accordance with the amount(s) set forth in the Contractor's General Bid Form and pursuant to the provisions contained in the Project Manual.
- 4.2 Notwithstanding anything to the contrary contained in the Contract, the City may withhold any payment to the Contractor hereunder if and for so long as the Contractor fails to perform any of its obligations hereunder or otherwise is in default under this Contract including, without limitation, any failure to perform Services in full accordance with the amount sufficient in the reasonable opinion of the City to cure any such default or failure of performance by the Contractor.
- 4.3 In no event shall the City be required to pay any amounts for work deemed by it to be unacceptable, or which are otherwise disputed. In the event the City disputes any such amounts invoiced, it shall pay all amounts not in dispute and notify the Contractor in writing of the amounts disputed and the reasons therefor.

- 4.4 No payment made shall constitute or be construed as final acceptance or approval of that part of the Services to which payment relates, or relieve the Contractor of any of its obligations outlined in this Contract. Further, the City shall not be deemed, by virtue of making payments to the Contractor hereunder, to have released the Contractor from any claim or liability, or to have waived any action arising out of the breach of this Contract by the Contractor.

5.0 REPORTS AND DRAWINGS

When the Contractor has been paid for the Services performed by him or her, all reports, drawings, and other material furnished to the City shall become the City's property and may be used by the City (or such parties as the City may designate) thereafter in such manner and for such purposes as the City (or such parties as the City may designate) may deem advisable, without further employment of or additional compensation to the Contractor. The Contractor shall not release or disclose any report, drawing, or other material furnished to the Contractor by the City in connection with the performance of the Contractor's Services

6.0 CONTRACTOR'S ACCOUNTING RECORDS

The Contractor shall keep records pertaining to Services performed (including complete and detailed time records) on the basis of recognized bookkeeping practices, generally accepted accounting principles, and in accordance with such reasonable requirements to facilitate audit as the City may provide. All records shall be available to the City or its authorized representatives for review and audit during normal business hours.

7.0 ASSIGNMENT/SUBCONTRACTING

The Contractor agrees that he will not sell, assign or transfer this Contract or any part thereof or interest therein without the prior written consent of the City.

8.0 REMEDY FOR DEFAULT

If the Contractor, in the sole judgment of the City, shall violate or fail properly to comply with or perform in any material respect any condition, provision, or warranty hereof, the City shall have the right by prior written notice to the Contractor to have the services called for hereby otherwise performed, and/or to terminate this contract without prejudice to any other rights or remedies of the City under this contract. The Contractor shall pay any excess in the City's cost to so procure the services and any related goods, supplies, materials or equipment. In addition, and without limiting any other remedies available to the City, the Contractor shall be liable for all losses, costs and expenses incurred by the City which result from the Contractor's noncompliance.

9.0 SUSPENSION OR TERMINATION

- 9.1 The City shall have the right, upon seven (7) days written notice to the Contractor so stating, to terminate, suspend, or postpone this contract in whole or in part for any reason deemed by the City to be in the public interest. Any such termination, suspension, or postponement shall not give rise to any cause of action for damages against the City. In the event that the City postpones or suspends the Services, the Contractor's time for performance of the Services shall be extended for a period equal to the period of such postponement or suspension. In the event of termination, suspension or postponement, the City shall pay: (a) for services and any related goods, supplies, materials and equipment furnished up to the time of termination, suspension, or postponement at the contract price upon delivery; (b) for work in process in the amount of the Contractor's cost, determined in accordance with ordinary accepted accounting practices, up to the time of termination, suspension, or postponement; and (c) for raw materials purchased by the Contractor as of the date of termination, suspension, or postponement and which are noncancelable at the Contractor's actual cost plus reasonable handling charges, but only to the extent that such raw materials were purchased in reliance upon this contract and are useful solely with respect to this contract.
- 9.2 Upon receipt of a notice of termination, suspension, or postponement the Contractor shall immediately cease all work hereunder and cancel all orders placed with respect to this contract. The Contractor's failure to so cancel shall relieve the City of the obligations of paragraph 10.1 above.
- 9.3 The City may postpone, suspend or terminate the Services immediately, by notice, hand delivery or certified mail, if the Contractor violates any of the provisions of this Contract, or fails to perform or observe any of the terms, covenants or conditions of this Contract, or abandons in whole or in part its Services, or becomes unable to perform its Services.

9.4 In the event of termination of this Contract, the Contractor shall promptly deliver to the City all documents, work papers, calculations, computer programs, data, drawings, plans, and other tangible work product, or materials pertaining to the Services performed under this Contract to the time of termination.

10.0 NOTICE

Any action, notice or request required to be taken, given or made by City or the Contractor hereunder may be taken, given or made only by those persons identified for that purpose on the Contract Form. All notices required to be given hereunder shall be deemed properly given if personally delivered, or if mailed by registered or certified mail, postage prepaid addressed to the address and officer identified on the Contract Form.

11.0 PROTECTION OF PROPERTY

The Contractor shall take all reasonable precautions to prevent damage to property, visible and concealed, and shall restore to substantially the same condition existing prior to the Contractor's entry any disturbance or damage to property caused by the Contractor or any person acting under its control.

12.0 INSURANCE REQUIREMENTS

12.1 The Contractor shall provide insurance coverage as listed below. This insurance shall be provided at the Contractor's expense and shall be in full force and effect during the full term of this Contract.

WORKER'S COMPENSATION

Worker's Compensation: Per M.G.L. c.. 149, s. 34 and c.. 152 as amended.

COMMERCIAL GENERAL LIABILITY

Personal Injury	\$500,000 each occurrence \$1,000,000 aggregate
Property Damage	\$500,000 each occurrence \$1,000,000 aggregate

VEHICLE LIABILITY

Personal Injury	\$500,000 each person \$1,000,000 aggregate
Property Damage	\$300,000

12.2 The City shall be named as additional insureds on the Contractor's Liability Policies.

12.3 The Contractor shall not commence the work until proof of compliance with this Section 12.0 has been furnished to the City by submitting one copy of a properly endorsed insurance certificate issued by a company authorized to write insurance in the Commonwealth. This certificate shall indicate that the contractual liability coverage is in force.

12.4 The Contractor shall file the original and one certified copy of all policies with the City within fifteen (15) days after contract award. If the City is damaged by the Contractor's failure to maintain such insurance and to so notify the City, then the Contractor shall be responsible for all reasonable costs attributable thereto.

12.5 Cancellation of any insurance required by this contract, whether by the insurer or the insured, shall not be valid unless written notice thereof is given by the party proposing cancellation to the other party and City at least thirty days prior to the effective date thereof, which shall be expressed in said notice.

13.0 CONFLICT OF INTEREST

No member, agent or employee of the City shall , during his/her tenure or one year thereafter directly or indirectly, have any interest in any property to be included in, or any contract for property, materials or services to be furnished or used in connection with, this contract or the proceeds thereof.

14.0 COMPLIANCE WITH LAWS

All work to be performed and wages paid under this specification shall be in accordance with all applicable laws, state or federal, and all applicable ordinances, codes, rules, and regulations of the City of Newton, or any public board or office having any jurisdiction, regulation or control over any work to be done hereunder, including minimum wage rates. In particular, without limitation, the Contractor agrees to comply with all regulations pertaining to approvals for federal and state grants, and with all federal and state environmental laws and regulations. The Contractor agrees to assist in making any submissions to federal or state agencies as may be required in order to meet the requirements in this paragraph.

15.0 INDEMNIFICATION

The Contractor agrees to indemnify and save the City harmless from and against any and all costs, losses, expenses, liabilities, damages or claims for damages, including reasonable attorney's fees and expenses, on account of any injury or damage to buildings, improvements, or property of the City or on account of any injury (including death) or damage to any person, persons, firm, corporation or association, or on account of any infringement or claim of infringement of patents, arising out of or resulting from the deliveries provided for or performed under this contract or from any act, omission or negligence of the contractor, his agents, employees, or assigns. The foregoing provisions shall not be deemed to be released, waived or modified in any respect by reason of any surety or insurance provided by the contractor under contract.

16.0 FORCE MAJEURE

The City may not hold the Contractor liable for any loss, expense or damage incurred by the City on account of failure of the Contractor to deliver services as specified herein, if that failure is caused by state of war, acts of enemies, expropriation or confiscation of facilities used by the Contractor, or compliance with any law, order, or regulation of any federal, state or municipal governmental authority, if the Contractor shall show that such compliance would impair this ability to perform a material provision of this contract, the Contractor having given the City reasonable notice of such cause.

17.0 DISPUTES

All claims, disputes and other matters in question between the City and the Contractor arising out of or relating to this Contract or the breach of it, shall be submitted for resolution to a court of competent jurisdiction in Massachusetts, unless otherwise agreed by the parties. No such action shall be brought, however, until the completion of all Services under this Contract or the earlier termination of this Contract as provided herein, the parties agreeing to negotiate any claims, disputes or other matters in question during the term of this Contract before resorting to litigation. As to all acts or failures to act by either party to this Contract, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events when the other party becomes aware or should have been aware of such acts or failure to act.

18.0 GOVERNING LAW

This contract shall be governed by and construed in accordance with Massachusetts Law.

19.0 LIABILITY

The Contractor is retained solely for the purpose of and to the extent set forth in this Contract. The Contractor's relationship to the City for the purpose of services to be performed under this Contract shall be that of an independent contractor. The Contractor shall have no capacity or authority to involve the City in any contract or to incur any liability on behalf of the City. In no event shall the City be held liable as an employer or otherwise for any personal injury to or death of the Contractor's principals, employees, agents and/or representatives occasioned by or resulting from the Contractor's performance under this Contract.

20.0 LIENS

The Contractor shall cause to be removed from the property of the City any liens or other claims asserted by any person or entity claiming through or under the Contractor and arising out of Services performed under this Contract by such third party.

21.0 SEVERABILITY

In the event that any portion of this Contract is held illegal or unenforceable by a court of competent jurisdiction, the parties agree that such invalidity shall not affect the validity of the remaining portions of this Contract and Contractor and the City agree to substitute for the invalid provision a valid provision which most closely approximates the economics and intent of the invalid provision.

END OF SECTION

**PUBLIC BUILDING MAINTENANCE CONTRACT
SUPPLEMENTAL CONDITIONS
COMMONWEALTH OF MASSACHUSETTS & CITY OF NEWTON**

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SUPPLEMENTAL CONDITIONS - COMMONWEALTH OF MASSACHUSETTS

Article 1. METHOD OF PAYING SUBCONTRACTORS

(General Laws, Chapter 30, Section 39F as most recently amended by Chapter 450, §76 of the Acts of 1996)

(1.) Every contract awarded pursuant to section forty-four A to L, inclusive, of chapter one hundred and forty-nine shall contain the following subparagraphs (a) through (i) and every contract awarded pursuant to section thirty-nine M of chapter thirty shall contain the following subparagraphs (a) through (h) and in each case those subparagraphs shall be binding between the general contractor and each subcontractor.

(a) Forthwith after the general contractor receives payment on account of a periodic estimate, the general contractor shall pay to each subcontractor the amount paid for the labor performed and the materials furnished by the subcontractor, less any amount specified in any court proceedings barring such payment and also less any amount claimed due from the subcontractor by the general contractor.

(b) Not later than the sixty-fifth day after each subcontractor substantially completes his work in accordance with the plans and specifications, the entire balance due under the subcontract less amounts retained by the awarding authority as the estimated cost of completing the incomplete and unsatisfactory items of work, shall be due the subcontractor; and the awarding authority shall pay that amount to the general contractor. The general contractor shall forthwith pay to the subcontractor the full amount received from the awarding authority less any amount specified in any court proceedings barring such payment and also less any amount claimed due from the subcontractor by the general contractor.

(c) Each payment made by the awarding authority to the general contractor pursuant to subparagraphs (a) and (b) of this paragraph for the labor performed and the materials furnished by a subcontractor shall be made to the general contractor for the account of that subcontractor, and the awarding authority shall take reasonable steps to compel the general contractor to make each such payment to each such subcontractor. If the awarding authority has received a demand for direct payment from a subcontractor for any amount which has already been included in a payment to the general contractor or which is to be included in a payment to the general contractor for payment to the subcontractor as provided in subparagraphs (a) and (b), the awarding authority shall act upon the demand as provided in this section.

(d) If, within seventy days after the subcontractor has substantially completed the subcontract work, the subcontractor has not received from the general contractor the balance due under the subcontract including any amount due for extra labor and materials furnished to the general contractor, less any amount retained by the awarding authority as the estimated cost of completing the incomplete and unsatisfactory items of work, the subcontractor may demand direct payment of the balance from the awarding authority. The demand shall be by a sworn statement delivered to or sent by certified mail to the awarding authority, and a copy shall be delivered to or sent by certified mail to the general contractor at the same time. The demand shall contain a detailed breakdown of the balance due under the subcontract and also a statement of the status of completion of the subcontract work. Any demand made after substantial completion of the subcontract work shall be valid even if delivered or mailed prior to the seventieth day after the subcontractor has substantially completed the subcontract work. Within ten days after the subcontractor has delivered or so mailed the demand to the awarding authority and delivered or so mailed a copy to the general contractor, the general contractor may reply to the demand. The reply shall be by a sworn statement delivered to or sent by certified mail to the awarding authority and a copy shall be delivered to or sent by certified mail to the subcontractor at the same time. The reply shall contain a detailed breakdown of the balance due under the subcontract including any amount due for extra labor and materials furnished to the general contractor and of the amount due for each claim made by the general contractor against the subcontractor.

(e) Within fifteen days after receipt of the demand by the awarding authority, but in no event prior to the seventieth day after substantial completion of the subcontract work, the awarding authority shall make direct payment to the subcontractor of the balance due under the subcontract including any amount due for extra labor and materials furnished to the general contractor, less any amount (i) retained by the awarding authority as the estimated cost of completing the incomplete or unsatisfactory items of work, (ii) specified in any court proceedings barring such payment, or (iii) disputed by the general contractor in the sworn reply; provided, that the awarding authority shall not deduct from a direct payment any amount as provided in part (iii) if the reply is not sworn to, or for which the sworn reply does not contain the detailed breakdown required by subparagraph (d). The awarding authority shall make further direct payments to the subcontractor forthwith after the removal of the basis for deductions from direct payments made as provided in parts (i) and (ii) of this subparagraph.

(f) The awarding authority shall forthwith deposit the amount deducted from a direct payment as provided in part (iii) of subparagraph (e) in an interest-bearing joint account in the names of the general contractor and the subcontractor in a bank in Massachusetts selected by the awarding authority or agreed upon by the general contractor and the subcontractor and shall notify the general contractor and the subcontractor of the date of the deposit and the bank receiving the deposit. The bank shall pay the

amount in the account, including accrued interest, as provided in an agreement between the general contractor and the subcontractor or as determined by a decree of a court of competent jurisdiction.

(g) All direct payments and all deductions from demands for direct payments deposited in an interest-bearing account for accounts in a bank pursuant to subparagraph (f) shall be made out of amounts payable to the general contractor at the time of receipt of a demand for direct payment from a subcontractor and out of amounts which later become payable to the general contractor and in the order of receipt of such demands from subcontractors. All direct payments shall discharge the obligation of the awarding authority to the general contractor to the extent of the such payment.

(h) The awarding authority shall deduct from payments to a general contractor amounts which, together with the deposits in interest-bearing accounts pursuant to subparagraph (f), are sufficient to satisfy all unpaid balances of demands for direct payment received from subcontractors. All such amounts shall be earmarked for such direct payments, and the subcontractors shall have a right in such deductions prior to any claims against such amounts by creditors of the general contractor.

(i) If the subcontractor does not receive payment as provided in subparagraph (a) or if the general contractor does not submit a periodic estimate for the value of the labor or materials performed or furnished by the subcontractor and the subcontractor does not receive payment for same when due less the deductions provided for in subparagraph (a), the subcontractor may demand direct payment by following the procedure in subparagraph (d) and the general contractor may file a sworn reply as provided in that same subparagraph. A demand made after the first day of the month following that for which the subcontractor performed or furnished the labor and materials for which the subcontractor seeks payment shall be valid even if delivered or mailed prior to the time payment was due on a periodic estimate from the general contractor. Thereafter the awarding authority shall proceed as provided in subparagraph (e), (f), (g) and (h).

Article 2. METHOD OF PAYING GENERAL CONTRACTORS

(General Laws, Chapter 30, Section 39K as most recently amended by Chapter 145 of the Acts of 1991 and Chapter 151 of the Acts of 1993.)

Every contract for the construction, reconstruction, alteration, remodeling, repair or demolition of any public building by the commonwealth, or by any county, city, town, district, board, commission or other public body, when the amount is more than five thousand dollars in the case of the commonwealth and more than two thousand dollars in the case of any county, city, town, district, board, commission or other public body, shall contain the following paragraph:--Within fifteen days (forty-five days in the case of the commonwealth, including local housing authorities) after receipt from the contractor, at the place designated by the awarding authority if such a place is so designated, of a periodic estimate requesting payment of the amount due for the preceding month, the awarding authority will make a periodic payment to the contractor for the work performed during the preceding month and for the materials not incorporated in the work but delivered and suitably stored at the site (or at some location agreed upon in writing) to which the contractor has title or to which a subcontractor has title and has authorized the contractor to transfer title to the awarding authority, less (1) a retention based on its estimate of the fair value of its claims against the contractor and less (2) a retention for direct payments to subcontractors based on demands for same in accordance with the provisions of section thirty-nine F, and less (3) a retention not exceeding five per cent of the approved amount of the periodic payment. After the receipt of a periodic estimate requesting final payment and within sixty-five days after (a) the contractor fully completes the work or substantially completes the work so that the value of the work remaining to be done is, in the estimate of the awarding authority, less than one per cent of the original contract price, or (b) the contractor substantially completes the work and the awarding authority takes possession for occupancy, whichever occurs first, the awarding authority shall pay the contractor the entire balance due on the contract less (1) a retention based on its estimate of the fair value of its claims against the contractor and of the cost of completing the incomplete and unsatisfactory items of work and less (2) a retention for direct payments to subcontractors based on demands for same in accordance with the provisions of section thirty-nine F, or based on the record of payments by the contractor to the subcontractors under this contract if such record of payment indicates that the contractor has not paid subcontractors as provided in section thirty-nine F. If the awarding authority fails to make payment as herein provided, there shall be added to each such payment daily interest at the rate of three percentage points above the rediscount rate then charged by the Federal Reserve Bank of Boston commencing on the first day after said payment is due and continuing until the payment is delivered or mailed to the contractor; provided, that no interest shall be due, in any event, on the amount due on a periodic estimate for final payment until fifteen days (twenty-four days in the case of the commonwealth) after receipt of such a periodic estimate from the contractor, at the place designated by the awarding authority if such a place is so designated. The contractor agrees to pay to each subcontractor a portion of any such interest paid in accordance with the amount due each subcontractor.

The awarding authority may make changes in any periodic estimate submitted by the contractor and the payment due on said periodic estimate shall be computed in accordance with the changes so made, but such changes or any requirement for a corrected periodic estimate shall not affect the due date for the periodic payment or the date for the commencement of interest charges on the

amount of the periodic payment computed in accordance with the changes made, as provided herein; provided, that the awarding authority may, within seven days after receipt, return to the contractor for correction, any periodic estimate which is not in the required form or which contains computations not arithmetically correct and, in that event, the date of receipt of such periodic estimate shall be the date of receipt of the corrected periodic estimate in proper form and with arithmetically correct computations. The date of receipt of a periodic estimate received on a Saturday shall be the first working day thereafter. The provisions of section thirty-nine G shall not apply to any contract for the construction, reconstruction, alteration, remodeling, repair or demolition of any public building to which this section applies.

All periodic estimates shall be submitted to the awarding authority, or to its designee as set forth in writing to the contractor, and the date of receipt by the awarding authority or its designee shall be marked on the estimate. All periodic estimates shall contain a separate item for each filed subtrade and each sub-subtrade listed in sub-bid form as required by specifications and a column listing the amount paid to each subcontractor and sub-subcontractor as of the date the periodic estimate is filed. The person making payment for the awarding authority shall add the daily interest provided for herein to each payment for each day beyond the due date based on the date of receipt marked on the estimate.

A certificate of the architect to the effect that the contractor has fully or substantially completed the work shall, subject to the provisions of section thirty-nine J, be conclusive for the purposes of this section.

Article 3. CLAIMS FOR UNFORESEEN CONDITIONS

(General Laws, Chapter 30, Section 39N as most recently amended by Chapter 774 of the Acts of 1972)

Every contract subject to section forty-four A of chapter one hundred and forty-nine or subject to section thirty-nine M of chapter thirty shall contain the following paragraph in its entirety and an awarding authority may adopt reasonable rules or regulations in conformity with that paragraph concerning the filing, investigation and settlement of such claims:

If, during the progress of the work, the contractor or the awarding authority discovers that the actual subsurface or latent physical conditions encountered at the site differ substantially or materially from those shown on the plans or indicated in the contract documents either the contractor or the contracting authority may request an equitable adjustment in the contract price of the contract applying to work affected by the differing site conditions. A request for such an adjustment shall be in writing and shall be delivered by the party making such claim to the other party as soon as possible after such conditions are discovered. Upon receipt of such a claim from a contractor, or upon its own initiative, the contracting authority shall make an investigation of such physical conditions, and, if they differ substantially or materially from those shown on the plans or indicated in the contract documents or from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the plans and contract documents and are of such a nature as to cause an increase or decrease in the cost of performance of the work or a change in the construction methods required for the performance of the work which results in an increase or decrease in the cost of the work, the contracting authority shall make an equitable adjustment in the contract price and the contract shall be modified in writing accordingly.

Article 4. CLAIMS FOR DELAY

(General Laws, Chapter 30, Section 390 as added by Chapter 116 of the Acts of 1973)

Every contract subject to the provisions of section thirty-nine M of this chapter or subject to section forty-four A of chapter one hundred forty-nine shall contain the following provisions (a) and (b) in their entirety and, in the event a suspension, delay, interruption or failure to act of the awarding authority increases the cost of performance to any subcontractor, that subcontractor shall have the same rights against the general contractor for payment for an increase in the cost of his performance as provisions (a) and (b) give the general contractor against the awarding authority, but nothing in provisions (a) and (b) shall in any way change, modify or alter any other rights which the general contractor or the subcontractor may have against each other.

(a) The awarding authority may order the general contractor in writing to suspend, delay, or interrupt all or any part of the work for such period of time as it may determine to be appropriate for the convenience of the awarding authority; provided however, that if there is a suspension, delay or interruption for fifteen days or more or due to a failure of the awarding authority to act within the time specified in this contract, the awarding authority shall make an adjustment in the contract price for any increase in the cost of performance of this contract but shall not include any profit to the general contractor on such increase; and provided further, that the awarding authority shall not make any adjustment in the contract price under this provision for any suspension, delay, interruption or failure to act to the extent that such is due to any cause for which this contract provides for an equitable adjustment of the contract price under any other contract provisions.

(b) The general contractor must submit the amount of a claim under provision (a) to the awarding authority in writing, as soon as practicable after the end of the suspension, delay, interruption of failure to act and, in any event, not later than the date of final payment under this contract and, except for costs due to a suspension order, the awarding authority shall not approve any costs in the claim incurred more than twenty days before the general contractor notified the awarding authority in writing of the act of failure to act involved in the claim.

Article 5. DECISIONS AND APPROVALS BY ENGINEER OR ARCHITECT

(General Laws, Chapter 30, Section 39P, as added by Chapter 1164 of the Acts of 1973)

Every contract subject to section thirty-nine M of this chapter or section forty-four A of chapter one hundred forty-nine which requires the awarding authority, any official, its architect or engineer to make a decision on interpretation of the specifications, approval of equipment, material or any other approval, or progress of the work, shall require that the decision be made promptly and, in any event, no later than thirty days after the written submission for decision; but if such decision requires extended investigation and study, the awarding authority, the official, architect or engineer shall, within thirty days after the receipt of the submission, give the party making the submission written notice of the reasons why the decision cannot be made within the thirty day period and the date by which the decision will be made.

Article 6. PREFERENCE IN EMPLOYMENT, WAGES

(General Laws, Chapter 149 Section 26 as most recently amended by Chapter 665 of the Acts of 1986 and Chapter 552 of the Acts of 1991).

In the employment of mechanics and apprentices, teamsters, chauffeurs and laborers in the construction of public works by the commonwealth, or by a county, town or district, or by persons contracting or subcontracting for such works, preference shall first be given to citizens of the commonwealth who have been residents of the commonwealth for at least six months at the commencement of their employment who are male veterans as defined in clause Forty-third of section seven of chapter four, and who are qualified to perform the work to which the employment relates; and secondly, to citizens of the commonwealth generally who have been residents of the commonwealth for at least six months at the commencement of their employment, and if they cannot be obtained in sufficient numbers, then to citizens of the United States, and every contract for such work shall contain a provision to this effect. Each county, town or district in the construction of public works, or persons contracting or subcontracting for such works, shall give preference to veterans and citizens who are residents of such county, town or district. The rate per hour of the wages paid to said mechanics and apprentices, teamsters, chauffeurs and laborers in the construction of public works shall not be less than the rate or rates of wages to be determined by the commissioner as hereinafter provided; provided, that the wages paid to laborers employed on said works shall not be less than those paid to laborers in the municipal service of the town or towns where said works are being constructed; provided, further, that where the same public work is to be constructed in two or more towns, the wages paid to laborers shall not be less than those paid to laborers in the municipal service of the town paying the highest rate; provided, further, that if, in any of the towns where the works are to be constructed, a wage rate or wage rates have been established in certain trades and occupations by collective agreements or understandings in the private construction industry between organized labor and employers, the rate or rates to be paid on said works shall not be less than the rates so established, provided, further that in towns where no such rate or rates have been so established, the wages paid to mechanics and apprentices, teamster, chauffeurs and laborers on public works, shall not be less than the wages paid to the employees in the same trades and occupations by private employers engaged in the construction industry. This section shall also apply to regular employees of the commonwealth or of a county, town or district, when such employees are employed in the construction, addition to or alteration of public buildings for which special appropriation of more than One Thousand Dollars are provided. Payments by employers to health and welfare plans, pension plans and supplementary unemployment benefit plans under collective bargaining agreements or understandings between organized labor and employers shall be included for the purpose of establishing minimum wage rates as herein provided.

Article 7. HOURS OF WORK

(General Laws, Chapter 149 Section 34 as most recently amended by Chapter 552 of the Acts of 1991).

Every contract, except for the purchase of material or supplies, involving the employment of laborers, workmen, mechanics, foremen or inspectors, to which the commonwealth or any county or town, subject to section thirty, is a party, shall contain a stipulation that no laborer, workman, mechanic, foreman or inspector working within the commonwealth, in the employ of the contractor, subcontractor or other person doing or contracting to do the whole or a part of the work contemplated by the contract, shall be required or permitted to work more than eight hours in any one day or more than forty-eight hours in any one week, or

more than six days in any one week, except in case of emergency, or, in case any town subject to section thirty-one is a party to such a contract, more than eight hours in any one day, except as aforesaid, provided, that in contracts entered into by the department of highways for the construction or reconstruction of highways there may be inserted in said stipulation a provision that said department, or any contractor or subcontractor for said department, may employ laborers, workmen, mechanics, foremen and inspectors for more than eight hours in any one day in such construction or reconstruction when, in the opinion of the commissioner of labor and industries, public necessity so requires. Every such contract not containing the aforesaid stipulation shall be null and void.

Article 8. WORK BY FOREIGN CORPORATIONS

(General Laws, Chapter 30 Section 39L, as most recently amended by Chapter 3 of the Acts of 1967).

The Commonwealth and every county, city, town, district, board, commission or other public body which, as the awarding authority, requests proposals, bids or subbids for any work in the construction, reconstruction, alteration, remodeling, repair or demolition of any public building or other public works (1) shall not enter into a contract for such work with, and shall not approve as a subcontractor furnishing labor and materials for a part of any such work, a foreign corporation which has not filed with such awarding authority a certificate of the state secretary stating that such corporation has complied with sections three and five of chapter one hundred and eighty-one and the date of such compliance, and (2) shall report to the state secretary and to the department of corporations and taxation any foreign corporation performing work under such contract or subcontract, and any person, other than a corporation, performing work under such contract or subcontract, and residing or having a principal place of business outside the Commonwealth.

END OF SUPPLEMENTAL CONDITIONS

BUILDING MAINTENANCE SERVICE CONTRACT

SPECIAL CONDITIONS

The following provisions supplement the General Conditions of the Contract for Non-Technical Services. In the event of conflict or discrepancy between the General Conditions and these Special Conditions, the provisions of the Special Conditions shall govern.

1.0 SUMMARY OF WORK

A. The Work under the Contract consists of:

1. Furnishing all labor, materials, tools, equipment and supervision necessary to accomplish the work described herein, in accordance with all specifications and requirements of the Project Manual.
2. All work either shown on the Drawings (if any) or included in the specifications unless specifically indicated as not to be done.

B. In addition, the work under the Contract includes:

1. Work outside the Project Site as called for in the Contract Documents and as required for the performance of the Work.
2. The restoration of any items damaged or destroyed by encroaching upon areas outside the Project Site.
3. Providing and restoring, where appropriate, all temporary facilities.

C. The Proposed Contract Price shall be complete costs, including overhead, profit, insurance, transportation, and all other costs connected with, or incidental to, the work described.

2.0 PROJECT SITE

A. The areas of work for this contract shall be various buildings within the City of Newton as specified on Work Orders to be issued from time to time during the term of this Contract.

3.0 NOTICE TO PROCEED/FAILURE TO COMMENCE WORK

A. From time to time during the term of this Contract, the Contractor shall be issued notice to proceed in the form of a written Work Order issued by the Public Building Department listing specific work items to be performed in accordance with this Contract. The Contractor shall commence performance of the work within the time specified in the Work Order, and in no event within less than the time limits stated in the Work Specifications contained in the Project Manual.

B. In the event the contractor fails to commence performance within the specified time, and/or notifies the City of its inability to do so, the City shall call upon the second Contractor awarded pursuant to this bid (if any) to perform the required work.

C. In the event the second Contractor awarded pursuant to this bid is unable to commence performance within the required time, or if there is no second Contractor, the City reserves the right to contract for the work on the open market at the then prevailing rate and to deduct from any monies due or that may thereafter become due to the contractor the difference between the price stated for the work in the contract and the actual cost thereof to the City.

D. In the event of Contractor's repeated failure to commence work within the time required by these specifications, the City shall exercise all provisions contained in the General Conditions regarding default, suspension or termination of this contract.

4.0 PAYMENT

- A. Upon completion of the work specified in the Work Order, the Contractor may submit an invoice to the Public Building Department for the work performed. The Contractor will be paid only upon accepted completion of the work authorized. It shall be Contractor's responsibility to notify the Public Building Department upon completion of the work and to insure the work is promptly inspected by a Building Department representative.

5.0 COMMUNICATIONS

- A. All notices, demands, requests, instructions, approvals and claims must be in writing.
- B. Any such notice shall be deemed to have been given as of the time of delivery, or of actual receipt in the case of telegrams or, in the case of mailing, when it should have been received in due course of post.
- C. For communicating purposes, the office address of the Contractor shall be that stated on the signature page of the contract; that of the City shall be as stated in the Invitation for Bids. Any subsequent change in address of either party shall be communicated to the other in writing.

6.0 PLANS AND SPECIFICATIONS

- A. The City will furnish to the Contractor, without charge, all copies of the specifications reasonably necessary in the performance of the contract work.

7.0 COORDINATION

The Contractor shall:

- A. Supply to the City the name and telephone number of a responsible person who may be contacted during off-hour emergencies during the term of the Contract.
- B. Cooperate at all times with the City and the Project Manager, and ensure the cooperation of his key personnel and that of his subcontractors.

8.0 CONDUCT OF THE WORK

- A. The work must be completed in a continuous uninterrupted operation. The Contractor must use sufficient workforce and adequate equipment to complete all the necessary work requirements within a minimum period of time.
- B. The work shall be conducted between the hours of 8:00 a.m. and 5:00 p.m. on Monday through Friday. No work shall be done on holidays, Saturdays or Sundays except as specifically requested and authorized by the City.
- C. Under no circumstances will the contractor be paid at a premium or overtime rate for any work performed without the express advance authorization of the City.
- D. The Contractor is responsible for the security of partially completed work until the project is finally accepted by the City.

9.0 ALTERATION

- A. The Contractor shall patch, repair and/or replace all existing materials and surfaces remaining exposed after installation of new work which have been affected by alteration or removal of existing work. All patch and repair work shall match existing.

10.0 GENERAL DIRECTIONS

- A. Damage to Persons and Property

Any damage to buildings, roads, public roads, bituminous concrete areas, fences, lawn areas, trees, shrubbery, electric or telephone poles, underground utilities, etc., shall be repaired by the Contractor at his own expense. Damaged property shall be returned to its original condition prior to the damages within a reasonable time period, except all utility outages shall be repaired immediately.

B. Protection of Persons and Property

The Contractor shall, at all times, leave an unobstructed way along the roadways and walks, and shall maintain barriers and lights for the protection of all persons and property in all locations where he has materials stored or work going on, and during the entire time such work is going on or material is stored.

C. Shutdown of Services

The Contractor's attention is especially called to the fact that continuous operation of building utilities and services is mandatory. During the period of construction of the new work and/or alterations to the existing work, the progress and sequence of installation shall be carefully planned and approved by the City. If any building is to be left without heat, hot water, city water, electricity, gas, sanitary facilities, or any other services, the Contractor shall provide reasonable written notice to the City before proceeding.

D. Care of Work

All work is to be carefully protected so that no injury will come to it from water, frost, accident, or any other cause and any injury which may come to any of the work shall be repaired immediately by the Contractor at his own expense and without additional cost to the City. This shall also apply to any abutting or adjoining work on premises. The Contractor shall be responsible for any damage and in the event of such damage, the Contractor shall repair the damage immediately at his own cost and without additional cost to the City.

E. Removal of Debris

Debris of any nature shall be completely removed from the site at the end of each days work and disposed of in accordance with all Federal, State and local regulations.

F. The Contractor is responsible for the security of all work until it is accepted by the City.

11.0 TEMPORARY UTILITIES

- A. Prior to execution of the Work, the Contractor shall confer with a representative of the Public Building Department regarding the use of utilities and facilities at the worksite. No City utilities or facilities are to be used by the Contractor in the performance of this Contract without the prior approval of the City.

12.0 SUBMISSION OF PAYROLLS

- A. The Contractor shall, with each invoice submitted during the term of this Contract, submit to the City two (2) legible copies of his payrolls documenting the wages paid to all employees performing on site labor relating to the work of this Contract. These copies shall be prepared on forms supplied by the City.

13.0 DRAWINGS (IF APPLICABLE)

- A. The drawings attached herein and such drawings as may be issued per addendum, shall constitute an integral part of this section and shall serve as the working drawings.
- B. Drawings shall not be scaled. Field verification is directed since actual locations, dimensions and levels are existing.
- C. All items not specifically mentioned in the specifications or noted on the drawings, but which are obviously necessary to make a complete working installation, shall be included.

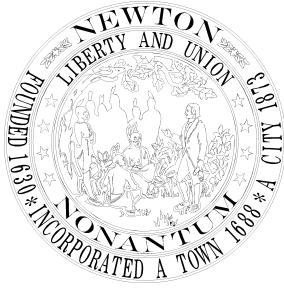
14.0 MATERIALS

- A. Unless specifically so stated to the contrary the use of a manufacturer's name or style number is not restrictive, and is intended solely as an identification of the type and quality of the materials and services required. In all cases, the words "or approved equal" if not inserted are implied.
- B. An item equal to that named or described in the specifications may upon written approval of the City be furnished by the Contractor. An item shall be considered equal to the item so named or described if (1) it is at least equal in quality, durability, appearance, strength and design; (2) it will perform at least equally the function imposed by the general design for the public work being contracted for or the material being purchased; (3) it conforms substantially, even with deviations, to the detailed requirements for the item in the specifications.
- C. The name and identification of all materials other than the one specifically named shall be submitted to the City in writing for approval, prior to purchase, use or fabrication of such items. Approval shall be at the sole discretion of the City, shall be in writing to be effective, and the decision of the City shall be final. The City may require tests of all materials so submitted to establish quality standards at the Contractor's expense.
- D. For the use of material other than the one specified, the Contractor shall assume the cost of and responsibility for satisfactorily accomplishing all changes that may be required in the work as shown. All directions, specifications and recommendations by manufacturers for the installation, handling, storing, adjustment, and operation of their equipment shall be complied with and responsibility for proper performance shall continue to rest with the Contractor.
- E. The Contractor shall not have any right of appeal from the decision of the City condemning any materials furnished if the Contractor fails to obtain the approval for substitution in accordance with these provisions. If any substitutuin is more costly, the Contracotr shall pay for such costs

15.0 WARRANTY AND INDEMNIFICATION

- A. In addition to other guarantees or warranties required under law or other sections of the specification, the Contractor warrants all materials furnished and labor performed under this Contract to be free from defects or errors in workmanship or installation for a period of one year from the date of Completion of the work, as certified by the Project Manager. The Contractor shall indemnify the Authority for the full cost of any damage to the property that may result by reason of such defects or errors and shall indemnify the Authority from and against any and all claims, demands, losses, costs, expenses, liabilities and damages, including reasonable attorney's fees and expenses, arising out of or on account of this Contract, including but not limited to claims brought against the Authority for alleged infringement of patents based upon any methods of construction or application of materials furnished under the Contract.
- B. The Contractor shall indemnify, hold harmless and defend the City and its departments, officers, employees, servants, and agents from and against all actions, causes of actions, claims, demands, damages, costs, loss of services, expenses and compensation, including attorney's fees and interest arising out of or resulting directly or indirectly from the services rendered pursuant to this Contract, provided that any such action, cause of action, claim, demand, damage, cost, loss of service, expense, compensation (1) in any way grows out of bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, which (2) is caused in whole or in part by any act or omission of the Contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

END OF SECTION



Stephanie Kane Gilman
Public Buildings Commissioner

**SPECIFICATIONS FOR THE ON-CALL
SERVICING, REPAIRING, INSTALLATION AND PREVENTATIVE
MAINTENANCE OF:**

**AIR CONDITIONING EQUIPMENT, ELECTRICAL AND PNEUMATIC CONTROLS
AND HEATING SYSTEM EQUIPMENT - FY2012-2013**

**THIS SERVICE CONTRACT IS SUBJECT TO THE MASSACHUSETTS PREVAILING WAGE LAW
(MGL c 149, ss 26-27H) AND WAGES SHALL BE PAID IN ACCORDANCE WITH THE FOLLOWING WAGE
CLASSIFICATIONS:**

**PIPEFITTER & STEAMFITTER
PLUMBERS & GASFITTERS**

**IT IS THE INTENTION OF THE CITY OF NEWTON
PUBLIC BUILDINGS DEPARTMENT TO AWARD TO
TWO CONTRACTORS FOR THIS WORK.**

PART I - GENERAL

1.01 DESCRIPTION

A. Work included:

Provide all the on-call labor, materials, equipment, transportation, and supervision necessary for the satisfactory servicing, repairing, installations and preventative maintenance of all Air Conditioning equipment, Heating Systems and Control Systems at City Hall, Schools and other City buildings, all as listed in these Specifications, as directed by the Public Buildings Department during the period of July 1, 2011 through June 30, 2012 with the option to extend for two (2) additional one year periods, with no change to the contract terms and conditions and price pending available funding.

These Specifications include, but are not limited to, the following types of equipment and controls in each facility, where applicable.

1. Refrigeration Cycle Equipment:
Compressors, motors, pumps, condensers, refrigerants, evaporators, valves, belts, gauges, linkages, piping, and fittings.
2. Air Handling Systems:
Exhaust fans, motors, bearings, belts, air handlers, dampers and filters.
3. Control Systems - Electrical and Pneumatic:
Thermostats, air piping, relays, electric starters, switches, electric wiring, gauges,

control valves, damper operators, air compressors, air dryers, and controllers.

4. Heating Systems - Water and Steam
Piping, traps, pumps, motors, and valves.

B. Additional Work at the City's Sole Option (Preventative Maintenance)

This work is to be done at selected locations throughout the City, only if directed to do so by the Public Buildings Department, in accordance with a schedule to be determined by the Public Buildings Department in consultation with this Contractor. The general order of work shall be determined by the condition of the various items of equipment, usage patterns of the City buildings for purposes of access to the items and seasonal considerations. It is anticipated that some of this work can be accomplished as "fill-in" work scheduled around other repair and servicing operations.

C. Existing Conditions

During the bidding period, the City of Newton shall make available, between the hours of 8:00 a.m. - 3:00 p.m., all facilities for all bidders to visit the facilities with designated City personnel. **The City strongly encourages each bidder to visit each site; bidders will be responsible for all work under this Contract whether they visit the facilities or not.**

D. The successful bidders shall be responsible to make repair to all equipment within the facilities shown in Section 1.01E and other facilities as may be added during the course of this contract. Should a repair be requested the successful bidder cannot accomplish that, it will be the successful bidders responsibility to coordinate with other contractors to have such repair done. The cost of such repair shall not exceed the rates as submitted on the bid form.

E. Location of Equipment

SCHOOL DEPARTMENT:

Angier School	1697 Beacon Street, Waban 02468
Bigelow Middle School	42 Vernon Street, Newton 02458
Bowen School	280 Cypress Street, Newton Centre 02459
Brown Middle School	125 Meadowbrook Road, Newton Centre 02459
Burr School	171 Pine Street, Auburndale 02466
Cabot School	229 Cabot Street, Newtonville 02460
Countryside School	191 Dedham Street, Newton Highlands 02461
Day Middle School	21 Minot Place, Newtonville 02460
Ed Center	100 Walnut Street, Newtonville 02460
Franklin School	125 Derby Street, West Newton 02465
Lincoln-Eliot School	191 Pearl Street, Newton 02458
Horace-Mann School	687 Watertown Street, Newtonville 02460
Mason-Rice School	149 Pleasant Street, Newton Centre 02459
Memorial-Spaulding School	250 Brookline Street, Newton Centre 02459
Newton North High School	457 Walnut Street, Newtonville 02460
Oak Hill Middle School	130 Wheeler Road, Newton Centre 02459
Peirce School	170 Temple Street, West Newton 02465
South High School	140 Brandeis Road, Newton Centre 02459
South High Auto Shop	Brandeis Road, Newton Centre 02459
Underwood School	101 Vernon Street, Newton 02458
Ward School	10 Dolphin Road, Newton Centre 02459
Williams School	141 Grove Street, Auburndale 02466
Zervas School	30 Beethoven Avenue, Waban 02468

MUNICIPAL FACILITIES:

PUBLIC BUILDINGS DEPARTMENT:

Public Buildings Department	52 Elliot Street, Newton Highlands 02461
City Hall & War Memorial	1000 Commonwealth Ave. Newton Center 02459
Kennard Estate	246 Dudley Road, Newton Centre 02459
Public Bldgs. Dept. AnnexR	525 Winchester Street, Newton Highlands 02461

PUBLIC WORKS DEPARTMENT:

Crafts Street Stable	92 Crafts Street, Newtonville 02460
Crafts Street Garage	110 Crafts Street, Newtonville 02460
Elliot Street Stable	70 Elliot Street, Newton Highlands 02461
Elliot Street Garage	80 Elliot Street, Newton Highlands 02461
Water/Sewer Facility	60 Elliot Street, Newton Highlands 02461

SURPLUS BUILDINGS:

Carr School (Cultural Center)	225 Nevada Street, Newton 02495
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POLICE DEPARTMENT FACILITIES:

Police Headquarters	1317 Washington Street, West Newton 02465
Police Garage (rear)	1321 Washington Street, West Newton 02465
Police Annex	25 Chestnut Street, West Newton 02465

MISCELLANEOUS BUILDINGS:

Health Department	1294 Centre Street, Newton Centre 02459
Jackson Homestead	527 Washington Street, Newton 02458
Senior Citizen Center	345 Walnut Street, Newtonville 02460

FIRE DEPARTMENT FACILITIES:

Fire Alarm Headquarters	1164 Centre Street, Newton Centre 02459
Fire Station #1	241 Church Street, Newton 02458
Fire Station #2	1750 Commonwealth Avenue, West Newton 02465
Fire Station #3	31 Willow Street, Newton Centre 02459
Fire Station #4	195 Crafts Street, Newtonville 02460
Fire Station #7	144 Elliot Street, Newton Upper Falls 02464
Fire Station #10	755 Dedham Street, Newton Centre 02459

LIBRARY DEPARTMENT FACILITIES:

Main Library	330 Homer Street, Newton Centre 02459
Auburndale Library	375 Auburn Street, Auburndale 02466
Newton Corner Library	124 Vernon Street, Newton 02458
Nonantum Library	114 Bridge Street, Newton 02495
Waban Library	1608 Beacon Street, Waban 02468

PARKS AND RECREATION DEPARTMENT:

Recreation Headquarters	70 Crescent Street, Auburndale 02466
Recreation Garage	70R Crescent Street, Auburndale 02466
Albemarle Field House	250 Albemarle Road, Newtonville 02460
Auburndale Field House	W. Pine Street, Auburndale 02466

Bullough Pond Shelter	Bullough Park, Newton Centre 02459
Burr Field House	142 Park Street, Newton 02458
Cabot Field House	101 East Side Parkway, Newtonville 02460
Crystal Lake Bath House	16 Rogers Street, Newton Highlands 02461
Gath Pool Facility	256 Albemarle Road, Newtonville 02460
Hawthorne Playground	17 Hawthorne Street, Newton 02495
Nahanton Field House	Nahanton Street, Newton Highlands 02461
Newton Highlands	10 Winchester Street, Newton Highlands 02461
Newton Centre Hut	81 Tyler Terrace, Newton Centre 02459

(Additional locations may be added to this list of locations, should those locations become the property of the City of Newton.)

1.02 QUALITY ASSURANCE

A. Qualifications of Workmen:

- 1) This Contract will be awarded to TWO contractors whose primary business is heating, ventilation and air conditioning mechanical system maintenance, repair, and service of equipment of the magnitude as covered under this Contract, and who has employees regularly under his employ who perform all required mechanical/electrical maintenance service and repair functions as required.
- 2) The Contractors shall have been in the HVAC Mechanical Maintenance service and repair business for at least five (5) years, and must have at least three (3) similar customers who can be used as references **and submitted at the time of the bid**
- 3) The Contractors shall assign a minimum of SEVEN (7) Full Time personnel to the City to ensure all requests for service are responded to within the required time parameters.
- 4) The service personnel assigned to maintain the included mechanical systems will be qualified to service the equipment type under contract as well as all associated pneumatic, electric, electronic and direct digital controls. Each service person assigned to this contract and working for the City of Newton shall have the requisite trade licenses issued by the State of Massachusetts.

B. Rejection:

In the acceptance or rejection of heating, ventilation and air conditioning mechanical system maintenance, repair, and service operations and results, no allowance will be made for lack of skill on the part of workmen.

C. Codes and Standards:

Comply with all applicable codes, standards and regulations.

The Contractor shall acquire and maintain all service manuals for the various pieces of equipment covered under this Contract.

1.03 SAFETY

Take the necessary precautions for the safety of employees on the work, and comply with applicable OSHA provisions to prevent accidents or injury to persons on, about or adjacent to the premises where the work is being performed.

1.04 SUBMITTALS

No initial submittals required.

Submit two copies of maintenance and operation manuals for any new equipment installed; Deliver one to location of equipment and one to Public Buildings Department.

See 1.07 B below.

1.05 PRODUCT HANDLING

A. Protection:

Use appropriate means necessary to protect materials before, during and after installation and to protect adjacent existing surfaces.

B. Replacements:

In the event of damage to City property, immediately make repairs and replacements necessary to the approval of the Public Buildings Department and at no additional cost to the City.

1.06 JOB CONDITIONS

A. Scheduling:

The Contractor shall provide the phone number of a dispatcher, regularly employed by him; This number shall be manned twenty-four hours a day, seven days per week; recorded message taking devices are not acceptable.

After receiving a service call from the Public Buildings Department, commence work within the following time limits:

1. Emergency work requests must start within 1 (one) hour.
2. All other work requests must start within one (1) workday unless extended by Public Buildings Department.

Before commencing work, contact the Public Buildings Department (phone 617-796-1600) and/or the Building Custodian to determine the exact location and extent of the required work.

The Building Custodian will provide access and electrical outlets to all areas where the servicing is required.

B. Notification:

Within twenty-four (24) hours after services have been completed, notify the Public Buildings Department via telephone, (617)796-1600) or via e-mail, public_buildings@newtonma.gov, that the work has been completed.

C. Work Results Required:

All service call problems shall be eliminated on the first call; first call-back for the same problem Will be paid for at 50 % of the Contract service rate; second call-back for the same problem will be paid for at 25% and any subsequent call-backs will not be paid for by the City of Newton.

1.07 PROCEDURES

A. Work Order:

The Contractor shall have with him, on each service call, a Work Order listing:

1. For repairs - the type and quantity of material used and the time consumed for that call;

This work order must be signed by the Custodian or Public Buildings Department representative as evidence of the number of hours on the job.

A copy of the signed order shall be attached to its appropriate invoice.

The Contractor can use his own Work Order Form or one supplied by the City. A sample of the City's form is included at the end of this Specification.

B. Invoicing:

Invoices, one for each building, will be mailed in triplicate by Wednesday of each week for the work performed during the previous week. The invoice shall have a copy of the work order form, signed by the Custodian or Public Buildings Department representative, as well as a copy of the School dude work order form. The School dude work order forms for the previous week shall be provided to the Contractor by the Public Buildings Department on Mondays. The invoices shall be mailed to:

Failure to invoice within the above mentioned period shall be grounds for termination. Each invoice must reflect the Building Work Order Number assigned to that service call. The Number consists of either 4 or 5 digits, (e.g. 4274, 11310 etc.)

Each invoice will be based on time and materials, labor costs will be reflected separately and will be billed in accordance with the applicable contract hourly rates. Material used will be reflected on the invoice by quantity and unit costs including applicable surcharge. Each invoice shall have a complete break-out of labor, materials and any other miscellaneous charges. Bill labor charges on the **actual** time used to perform the required Work. **Labor charges shall not be billed on a portal to portal basis. All charges for mileage, tolls, etc. shall be included within the hourly rate as submitted on the bid form.** In addition, each invoice shall be supplemented with a written service report (in triplicate) reflecting:

1. Location and date
2. Time of start and finish of work
3. Number of workmen
4. Brief description of work performed
5. Name and number of parts replaced, with a statement if rebuilt or new parts or components were used.
6. Recommendation or comments pertaining to the repair work

C. Materials:

All removed parts and components shall be replaced by new parts. Used materials without trade-in allowance to the City of Newton must be left at the building with the Custodian in charge; used materials with trade-in allowance shall be returned to the vendor and credit shown on the invoice.

D. Meetings and Estimates

The Contractor shall agree to meet with the Public Buildings Department, when requested, for the discussion and review of various problems encountered, and to provide a written status report at each meeting.

The Contractor shall, at the request of the City, investigate and offer estimates and quotations of work to be done, at no cost to the City.

1.08 CONTRACT RATES

A. Repairs, Standard Rate:

The Standard Rate shall apply to any repair that does not meet the criteria for Premium Rate.

The Contractor shall perform routine repairs as directed by the City during the term of this contract. The Contractor shall be compensated for such repairs at the Standard Rate shown on the bid form. Materials used during routine repairs will be reimbursed at Contractor's cost plus 10%.

B. Repairs, Premium Rate:

The Premium Rate shall apply to any repair, which the City requests the Contractor to commence between 5:00 p.m. and 8:00 a.m. Monday through Friday, and anytime on Saturday, Sunday or a legal holiday.

The Contractor shall be compensated for Premium Rate repairs at the Premium Rate shown on the bid form. Materials used during Premium Rate repairs will be reimbursed at Contractor's cost plus 10%.

Under no circumstances shall any work performed by the Contractor be compensated at the Premium Rate unless the City has given prior authorization to treat the work as a Premium Rate repair.

PART 2 - PRODUCTS

2.01 REPAIR AND REPLACEMENT MATERIALS

All repair and replacement materials used shall be first quality with preference given to replacement parts as manufactured by the original equipment manufacturer (OEM); use these parts whenever available and always when a manufacturer's warranty still in effect would otherwise be voided.

In the event new major parts or components costing over three hundred and fifty dollars (\$350.00) should be required, the Contractor shall advise the Facilities and Operators Supervisor in writing and obtain the Facilities Manager's approval prior to performing said Work. In an emergency situation, the Facilities Manager's approval may be obtained by telephone (617-796-1600).

The City reserves the right to purchase items costing over fifteen-hundred dollars (\$1,500.00) direct if it be in its interest to do so.

PART 3 - EXECUTION

3.01 REPAIR AND REPLACEMENT

A. Repair

Examine the unit for causes, which may have led to the failure; repair not only the failed portion, but also rehabilitate any other elements which appear to be in need of preventative maintenance.

Comply firstly with the servicing techniques required and/or recommended by the manufacturer of the item and secondly with generally accepted repair practices for the class of items to which the unit belongs.

In particular, for any item still believed to be under warranty, conform exactly to manufacturer's requirements; advise the City of any recourse it may have with the original equipment manufacturer.

As a part of repair, check all field-adjustable settings and field-measurable tolerances. Reset these to original factory compliance; advise the City of any such settings/tolerances that cannot be repaired or for which the cost of repairs suggests that a replacement unit be considered.

B. Replacement:

Notify Public Buildings Department immediately upon initial examination of any unit that cannot be repaired or for which the cost of repairs suggests that a replacement unit be considered.

Furnish only either the duplicate item from the original manufacturer or a first-quality similar item from an established manufacturer who maintains a dealer/service network of support in the Greater Boston area.

Replacement units must be either an exact physical and functional equal or have only acceptable differences from the original – coordinate with Public Buildings Department Facilities Manager in this case before providing the replacement unit.

C. Guarantee

All labor, materials and replacement furnished under the contract shall be fully guaranteed, including the cost of removal and reinstallation (if part of the original work order) for one (1) year. In the event of failure, provide warranty service immediately upon notification.

3.02 PREVENTATIVE MAINTENANCE

Provide all the labor, materials, equipment, transportation, and supervision necessary for the preventative maintenance of all air conditioning equipment, heating equipment and control systems at City Hall, Schools and other buildings including but not limited to the following types of equipment and controls:

CONDENSING UNITS -AIR COOLED

Services Performed

Preseason Inspection

1. Review manufacturer's recommendation for start-up.
2. Test motor.
3. Energize crankcase heater per manufacturer's recommendations.
4. Remove all debris from within and around the unit.
5. Inspect electrical connections, contractors, relays, operating and safety controls. Replace defective components.
6. Check compressor oils level. Acid test oil.
7. Change oil and refrigerant filter dryer as required.

Seasonal Start-up

1. Inspect system with leak detector.
2. Check belts, pulleys and mounts. Adjust and/or replace as required.
3. Lubricate fan and motor bearings per manufacturer's recommendations.

4. Check motor operating conditions.
5. Check fan blades.
6. Check and clean coil and straighten fins if required.
7. Check vibration eliminators.
8. Check and test all operating and safety controls.
9. Check operating conditions. Adjust as required.
10. Add refrigerant if required.
11. Log all operating data.

Mid-season Inspection

1. Lubricate motor and fan bearings per manufacturer's recommendations.
2. Check belts, pulleys and mounts. Adjust and/or replace as required.
3. Check operating conditions. Adjust as required.
4. Add refrigerant if required.
5. Log all operating data.

Seasonal Shut-down

1. Shut down as per applicable procedure
2. Acid test oil sample.
3. Note repairs required prior to start-up.

EXHAUST FANS

Services Performed

Annual Inspection

1. Inspect belts and adjust as required.
2. Lubricate motor and bearings as required.
3. Inspect starter and disconnect switch.

Temperature Control Systems

Services Performed

- 1 Regularly and systematically examine, adjust, calibrate, and clean all thermostats, humidity controls, relays, motors and accessories directly pertaining to the control system(s).
- 2 Regularly and systematically furnish lubricants and lubricate such components as air compressors, valve packing glands, damper bearings, linkages and switches directly pertaining to the control system.
- 3 Replace valve-packing materials of control valves as often as may be necessary in order to maintain the valves without leaking.
- 4 When in our judgement conditions warrant, we will repair or replace worn parts or complete controls with new part or reconditioned controls.

AIR COMPRESSOR

Services Performed

1. Test the pressure gauge(s) and cutout and cut—in pressure. Use test gauge to test accuracy of gauge on machine.
2. Check safety valve.
3. On two-stage compressor(s), check intermediate pressure.
4. Listen for knocks, and inspect for mechanical failures.
5. Test compression, correct or repair as necessary.
6. On water-cooled compressor(s) check for incrustation or excessive corrosion.
7. Clean moisture traps in system.
8. Change oil in crankcase.
9. Check controls, belts, pulleys, alignment, etc.
10. Check air-cooled heat—exchanger.
11. Check motor, bearings, starting switches, controller, pressure switches, etc.
12. Clean equipment, touch up or repaint as required.

13. Comply with lubrication schedule.

Air Dryers

Services Performed

1. Remove panels.
2. Clean condenser cooling-coil fins and fan blade.
3. Remove dirt or dust from all interior parts.
4. Lubricate motor and fan bearings.
5. Check for refrigerant leaks.
6. Clean drain traps.
7. Start unit and observe operation.
8. Check frame of unit with ohmmeter for proper electric ground.
9. Replace panels.

Air Handling Units

Services Performed

1. Fans:

- A. Clean buildup, dust, and dirt from fan blades.
- B. Clean inside of fan housing and casing, noting structural irregularities, condition of insulation, loose bolts, and foundation and vibration isolation.

2. Bearings: (with pillar blocks, sleeve or ball bearings)

- A. Lubricate bearings, change oil, and perform pressure lubrication according to manufacturer's instructions. Take care not to over-lubricate.
- B. Remove top housing and examine retainers and slings.

3. Drivers: (belt and direct)

- A. Inspect for excessive belt wear indicating misalignment, overloading, or improper belt tension.
- B. If belts are worn they should be replaced to prevent untimely breakdown. (Multi-belt drives should be replaced in matched sets.) Adjust belt tension with a scale and straight edge.
- C. Check rigid couplings for alignment on direct drives, and for tightness of assembly.
- D. Inspect flexible couplings for alignment and wear.

4. Coils:

- A. Examine coils for leakage at joints and bends.
- B. Clean coil exterior by brushing, vacuuming, blowing, or chemical cleaning.
- B. Humidifier or wet coils (city water, spray, steam pan grids, etc.) will require additional attention to avoid scaling and odors.

5. Freeze Protection:

- A. Check pitch of coil to drainage point and blow down with compressed air.
- B. Inspect test controls and devices used for freeze protection.
- C. Clean face & bypass dampers and lubricate damper operators.

6. Controls:

- A. Inspect and clean dampers, control linkage and control motors.
- B. Lubricate as necessary.
- C.

Coils, Preheat. Reheat (This applies to coils that are not part of an air washer or air handling unit, but are remotely located from such units.)

Services Performed

1. Vacuum or blow out the fins, coils, etc.
2. Remove obstructions to airflow.
3. Check coils, correct or report any leaks.
4. Test and inspect controls that protect against freezing.

Fans, Propeller

Services Performed

1. Clean unit, especially fan blades.
2. Inspect pulleys, belts, couplings, etc.; adjust tension and tighten mountings as necessary. change badly worn belts.
3. Perform required lubrication.
4. Clean motor with vacuum or low-pressure air (less than 40 psi). check for obstructions in motor cooling and air flow.
5. Touch up paint for preservation.
6. Remove tags, start unit and check for vibration and noise

FAN COIL UNITS

Services Performed

Annual Inspection

1. Inspect motor and lubricate.
2. Lubricate fan bearings.
3. Inspect coil(s) for leaks.
4. Test operation of unit controls.

Motors

Application: This guide is for squirrel-cage, wound-rotor and synchronous motors 5 horsepower and above. The maintenance specified by this guide is not intended to require disassembly of the motor.

Services Performed

1. Clean motor with a clean rag or vacuum. clean areas otherwise inaccessible by blowing with clean dry air using not more than 40 pounds per square inch pressure. Clean surfaces and ventilation passages thoroughly.
2. Visually inspect winding for cleanliness. Look for coating of oil or grease.
3. Check air gap uniformity.
4. Inspect squirrel-cage rotors for broken or loose bars and evidence of local heating.
5. On wound-rotor and synchronous motors thoroughly clean the collector rings and/or commutators. Inspect them for roughness and eccentricity. Examine brushes for fit, free play, chipped toes or heels, heat cracks, wear and contact pressure.
6. Perform lubrication according to manufacturer's instructions.
7. Inspect for moisture and protection from water.
8. If motor has not been operated for an extended period, check insulation resistance with a megger. If insulation resistance has dropped the windings should be dried out before the motor is started.
9. Check motor mountings, supports and couplings for tightness or other defects.
10. Remove tags, and return unit to service.

Boilers, Cast Iron and Steel

Services Performed

1. General:
 - a. Review manufacturer's instructions.
 - b. Blow down boiler heavily before removing "from the line".
 - c. Remove fly ash and soot from flue passages.
 - d. Gag safety valves.
 - e. Check fire sides, valves, and trim and mark position of leaks.
2. Water sides:
 - a. Remove hand hold and manhole plates.
 - b. Clean interior of boiler, wash down shell and drums to remove mud, loose scale, and deposits.
 - c. Check tube ends for leakage and corrosion.
 - d. Examine complete waterside for extent of corrosion, and feed connections, gauge glass, and steam pressure gauge outlets.
 - e. Clean gauge glass and siphon loops to limit controls.
 - f. See that pet cocks and try cocks open freely.

3. Exterior and fire sides
 - a. Examine and clean water column and feed water regulators, high and low side alarms, drains, gauge glasses, siphon loops, pet and try cocks.
 - b. Look for signs of overheating, leakage, wear, abrasion, corrosion of pressure parts, or erosion of metal
 - c. Check tubes for evidence of blisters and pock marks.
 - d. Test all non-return and stop valves, clean and replace as necessary.
 - e. Check fusible plugs, if used, replace yearly.
 - f. Check and clean bonnets, flues, uptakes, for defective metal. Replace if necessary.
 - g. Check exterior structure for strains and tension.
 - h. Check condition of door gaskets.

Burner, Gas

Services Performed

1. Check boiler room for adequate ventilation in accordance with burner requirements.
2. Check operation of all gas controls and valves including:
Manual gas shutoff; petal gas regulator; safety shutoff valve (solenoid); automatic gas valve/petal solenoid valve, butterfly gas valve, motor, and linkage to air louver; safety petal solenoid (if used).
3. Check flue connections for tight joints and minimum resistance to air flow. see that combustion chamber, flues, breaching, and chimney are clear before firing.
4. Draft regulators should give slightly negative pressure in the combustion chamber at maximum input.
5. On forced draft burners, gas manifold pressure requirements should correspond with modulating (butterfly) valve in full open position and stable at all other firing rates.
6. Take c02 flue gas temperature readings for determination of efficiency of the unit. c02 for atmospheric gas burners should be 8 to 9.5%. For forced draft burners 9 to 10%. flue gas temperature should be at 300 to 600 f. Combustion efficiency should be approximately 80%. If efficiency is low, check baffling.
7. Check burner for flashback and tight shutoff of fuel.
8. Check operation of controls. Clean and adjust as necessary.
9. Satisfactory operation and adjustments should conform with manufacturer's instructions.

Burner, Oil and Hot Air Furnace

Services Performed

1. Test and inspect burner (with or without firing) at rated pressure for leaks.
2. Timed trial for ignition for pilots and burners should be in accordance with manufacturer's instructions.
3. Check operation of automatic safety controls and combustion flame safeguards for abnormal discharge of oil on ignition failure and sensors for presence of flame.
4. Check pre-ignition purging capability of burner, combustion chamber, boiler passes, and breeching. Stack dampers should be fully open during purge and light off period.
5. Check delivery of fuel in relation to its response to the ignition system.
6. Ignition transformer to supply dependable arc, adjust and regulate as required for clearance and air gap.
7. Clean and adjust draft regulation and air shutter on natural draft burner to ensure access air quantities are minimum for complete combustion.
8. On mechanical draft burners clean and check power driven fan blower.
9. Check and clean filters, water separators, primary and secondary strainers.
10. Clean, check operation, and adjust controls and safeties.
11. Check constant level device to see that burner maintains proper oil level (within 1/3") at rated output.
12. Check to ensure that energy cannot feed back and energize ignition devices or feed valves after a control shuts off burner.
13. Clean or replace nozzles or cups, and check for tight shut off of fuel.
14. Check stacks for smoke or haze and adjust burner accordingly.

Hot Water Heaters and Converters

Application: This guide does not apply to boilers that generate steam for domestic water.

Services Performed

1. With system in operation determine if steam and water leaks exist (interior and exterior).
2. Drain and flush tanks (storage and expansion).
3. Remove rust, scale and note rate of corrosion.
4. Apply coating, paint or touch up as required.
5. Remove coil or elements, clean and examine condition.
6. **Clean and adjust as required: thermometers, aquastats, pressure reducing and relief valves and gauges, temperature relief and steam regulating control valves.**
7. Check operation and condition of all traps, clean pump, blow out dirt from motor, check controls, switches, starters. check condition of packing or seal and replace as required.

Tanks, Water (all types)

Services Performed

1. Examine exterior of tank including fittings, manholes, and handholes for leaks, signs of corrosion, and correct as indicated.
2. Drain and flush tank.
3. Inspect structural supports and repair or replace damaged insulation or covering.
4. Clean, test and inspect sight glasses, valves, fittings, drains and controls.
5. Touch up or repaint exterior of covering as required. Fill and return to service.

Pump Centrifugal (NOT INTEGRAL WITH MOTOR)

Services Performed

1. While pump is in operation, note performance, stuffing box operation, pressure gauge, flow indicators.
2. Shut down, drain pump housing, note if suction and discharge valves are holding.
3. Remove gland.
4. examine shaft sleeve for wear, replace as necessary.
5. Adjust gland evenly, finger tight.
6. On pumps with oil ring lubrication, drain oil, flush, then fill to proper oil level with new oil.
7. Perform lubrication in accordance with manufacturer's instructions.
8. Clean strainers.
9. Put pump into operation. stop and start pump, noting undue vibration noise, pressure and action of check valve.
10. If test is satisfactory, start pump again, and adjust to slight leakage through gland.
11. When pump reaches normal operating temperatures, check alignment between pump and drive.

Refrigeration Machine (Centrifugal & Reciprocating)

Services Performed

1. Compressor:
 - a. Drain, flush and change oil in reservoirs including filters, strainers and traps. Do not change oil in reciprocating machines unless contaminated.
 - b. Clean and inspect main, auxiliary oil pumps, including packing, seals, alignment, pulleys, belts and couplings.
 - c. Check speed increaser, drain oil from gear box; flush and inspect gears for indication of wear, pitting and misalignment.
 - d. Remove head from oil coolers; inspect and clean tubes. change oil filters.
 - e. Refill oil sump.
 - f. Remove access caps to compressor internals and clean where possible.
 - g. Clean and adjust pilot positioner for guide vanes.
 - h. Examine bearing for clearances and wear.
 - i. Clean and lubricate coupling.
 - j. Check hot and cold alignment between drive and driven compressor.
 - k. Check all relief valve rupture discs.
 - l. Test entire system for refrigerant leaks.
 - m. Calibrate and adjust all gauges and instruments.

- n. Check safety controls for setting operation, tighten electrical connections and clean where indicated.
- o. Review manufacturer's literature for further details on service required on compressor.
- p. Perform maintenance on purge unit in accordance with manufacturer's instructions.
- q. Leave equipment and area clean and free of debris.

2. Water Cooled Condensers:

- a. Review log and note condenser performance by inlet and outlet temperatures, head pressure and temperature of refrigerant.
- b. Remove condenser heads.
- c. Remove mud, debris, scale and other sediment collected during operation.
- d. Clean water boxes and tube sheets. scrape and paint with epoxy.
- e. Clean tubes with nylon brush or other similar material and inspect for signs of corrosion.
- f. Blow trapped water from tubes after cleaning if unit is exposed to freezing temperature
- g. Replace heads installing new gaskets.
- h. Chemically test scale if necessary.
- i. If condenser is chemically cleaned neutralize after cleaning.

Air Conditioning Machine Package Unit

Services Performed prior to cooling season

- 1. Remove panels, clean entire unit.
- 2. Clean drip pan and drains. Paint as necessary.
- 3. Check bolts, nuts, electrical connections, anchors, etc.
- 4. Drain condenser, clean chemically, and neutralize. Clean and paint condenser heads, if needed.
- 5. Adjust or replace vibration eliminators.
- 6. Observe belt wear. Replace worn belts and/or adjust belt tension.
- 7. Check alignment of motor, fan, etc.
- 8. Replace filter, if required.
- 9. Check for refrigerant leaks.
- 10. Check oil level.
- 11. Check fan, motor and motor controls.
- 12. Clean fan blades, or rotor, and lubricate bearings.
- 13. Run machine and check operation, water supply, and control valves, suction and discharge pressures, need for refrigerant, recheck for leaks, functioning of controls, temperature of discharge, air, etc.
- 14. Restore panels and clean up area and machine.

Valves, Regulating

APPLICATION: Single or double seated; Diaphragm or spring loaded, pilot operated valves.

Services Performed

- 1. Clean strainer
- 2. Check valve head and seats for wear and or cuts
- 3. Replace valve if seats need regrinding
- 4. Examine steam quality for foreign matter if valves are damaged
- 5. Examine pilot lines for dirt
- 6. Check steam gauges
- 7. Check diaphragms for failures
- 8. Check binding valve stem
- 9. Adjust weighted lever or spring control tension

VALVES. MOTOR OPERATED

Services Performed

- 1. Clean unit and make visual examination of all parts.
- 2. Operate from limit to limit. Observe operation, look for binding, sluggishness, action of limits etc.
- 3. Determine if valve seats and holds properly
- 4. Apply graphite to moving parts of valve
- 5. Lubricate motor and gear box as necessary
- 6. Inspect contacts, brushes, motor, control, switches, etc. clean and adjust

END OF SPECIFICATION

CITY OF NEWTON
MINORITY/ WOMEN BUSINESS ENTERPRISE PLAN
DECEMBER 1, 1999
JANUARY 21, 2010 revised

STATEMENT OF POLICY:

Whereas it is the policy of the government of the United States of America, the Commonwealth of Massachusetts and the City of Newton that no person shall be discriminated against in any manner whatsoever on the grounds of race, religion, color, sex, handicap or national origin; and

Whereas, it is the policy of the government of the United States of America that no person shall, on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program of activity funded entirely or in part by the City, the State or Federal government; and

Whereas, it is the policy of the government of the United States of America to encourage that Minority/Women Business Enterprises shall have the maximum practicable opportunity to participate in Federal and State assisted projects; and all City funded contracts; and

Whereas, it is the policy of the City of Newton to encourage that minority/women business enterprises shall have the maximum practicable opportunity to participate in all City funded contracts; and

Whereas, the City of Newton, as a recipient of Federal and State funds subscribes to the above policies and will fully comply With Federal, State and local laws and directives governing non-discrimination, equal opportunity and affirmative action in all municipal activities; and

Whereas, to further enunciate the equal opportunity policy of the City of Newton's Minority/Women Business Program, the following responsibilities are specified

This MINORITY/ WOMEN Business Enterprise Plan sets forth the administrative standards for the further implementation of the City of Newton's policy of the utilization of minority contractors and subcontractors.

The City of Newton strongly affirms that it will not discriminate in any contractual procedures against any persons because of race, color, religion, age, disability, sex or national origin. This policy shall be administered with a positive supportive attitude.

It is the responsibility of the City of Newton to take affirmative steps to implement this policy to insure equality of opportunity in conducting the Program including notifying those persons and businesses doing business with the City, that contracts for goods, services and construction, shall be made Without reference or regard to race, color, sex, age, handicap, religion or national origin.

Setti D. Warren Mayor

CITY OF NEWTON
MINORITY/ WOMEN BUSINESS ENTERPRISE PLAN
JANUARY 21, 2010

I. DEFINITIONS:

A. **Minority Person**- the term includes a person who is of Black Hispanic, Asian, American Indian or Cape Verdean origin.

B. **Minority Business Enterprise (MBE)** -- the term shall mean a business a) that is certified by SOMWBA; or b) I provides evidence satisfactory to the City's Affirmative Action Officer that it is a business owned or controlled by one or more of the following:

- an individual who is a minority person,
- a partnership or joint venture controlled by minority persons in which at least 51 % of the ownership interest is held by minority persons or,
- a corporation or other entity controlled by minority persons and in which at least 51 % of the stock is owned by one or more minority persons.

C. **Contract Compliance Officer** - the Chief Procurement Officer or his/her designee responsible for the implementation of Newton's Minority/Women Enterprise Plan ("MWBE Plan") and activities.

D. **MCAD** - Massachusetts Commission Against Discrimination.

E. **SOMWBA** -- State Office of Minority/Women Business Assistance,

F. **City** - The City of Newton.

G. **Women Business Enterprise (WBE)** - the term shall mean a business a) that is certified by SOMWBA; or b) provides evidence satisfactory to the City's Affirmative Action Officer that it is a business owned or controlled by one or more of the following:

- an individual who is a woman.
- a partnership or joint venture controlled by women in which at least 51% of the ownership interest is held by women, or
- a corporation or other entity controlled by women and in which at least 51% of the stock is owned by one or more women.

H. **MWBE** — Minority or Women Business Enterprise

II. GOALS:

Newton's Minority/Women Enterprise Plan ("MWBE Plan") shall be guided by the goals presented below to promote minority/women opportunities within the City.

These goals comprise the framework for those activities to be implemented as part of the MWBE Plan:

To take affirmative action in expanding opportunities for minority and women owned firms in obtaining contracts within the City of Newton.

To assure that all contractors, regardless of race color, religion, creed, national origin, sex, age, ancestry or handicap, shall have equal opportunity to City contracting activities.

To award, of the total annual City contract dollars expended, 10 percent to MBE and 5 percent to WBE for construction; for goods and services, 5 percent WBE and 5 percent MBE.

III. SOLICITATION ACTIVITIES:

To notify MWBEs of upcoming contracts for construction, professional services and supplies, funded in whole or in part with Federal, State, and City funds, the following activities will be undertaken. In addition on a regular basis, the City of Newton will distribute to its listing of MWBEs and SOMWBA, a summary of upcoming contract opportunities which are subject to the City's MWBE Plan.

A. Construction Contracts

All construction contracts with an estimated value over \$50,000 will be formally advertised within local, regional, minority and special interest publications at least 14 days prior to the bid opening date.

For all such construction contracts a "Notice of Solicitation" of a project going out to bid will be distributed to appropriate SOMWBA or City certified firms at least 14 days prior to the bid opening date.

B. Contracts for Professional Services

The City of Newton will send notification of its advertised Request for Proposals to appropriate! SOMWBA or City certified firms Responding MWBE firms will be considered for contract award within the bounds of generally accepted management practice or with the applicable procurement law relating to securing the lowest cost and best services available.

C. Procurement of Supplies

The City of Newton will (where feasible) utilize MWBEs for the procurement of supplies in accordance with City purchasing procedures. These efforts will be documented and reported to MCAD, and the Mayor's office on a quarterly basis.

IV. CONSTRUCTION ACTIVITIES:

A. Goals

The City of Newton bid documents and contracts with an estimated value over \$50,000 will contain the City's goal of 10% for MBE and 5% for WBE utilization for subcontracts,

B. Pre-Bid Conference

To affirmatively further the opportunities available to prospective bidders, the City will hold a pre-bid conference 5-7 days prior to the bid opening date for all City construction contracts and subcontracts with an estimated value over \$50,000.

The pre-bid conference will provide an opportunity for contractors to: review and clarify the technical requirements of the projects, review the City's MWBE Plan; and review Equal Opportunity requirements. The *City* will advertise this conference and extend invitations to interested contractors as part of the notice of solicitation.

C. Bid Submission

All bids for City of Newton contracts with an estimated value over \$50,000 shall include a certification of intent to be completed by the bidder showing his/her intent to comply with the City's MWBE Plan. Failure to include this certification shall be an informality which may be waived if such certification is received prior to the award of the contract.

D. Contract Execution

Upon notification of award of the contract, the bidder shall provide a written plan detailing how it will comply with the MWBE Plan

E. Monitoring

Throughout the duration of the contract, the *City* of Newton through its Contract Compliance Officer, will monitor the progress and activities of all contractors and subcontractors as they attempt to comply with the MWBE Plan.

F. Enforcement

In the case of clear neglect to make a good faith effort to comply with this MWBE Plan, the City of Newton reserves the right to designate contractor, after a hearing, as ineligible for future City bid awards.

V. CONTRACT COMPLIANCE OFFICER/DUTIES AND RESPONSIBILITIES:

The Contract Compliance Officer, as liaison between minority firms and the City of Newton will have the overall responsibility for the implementation of Newton's MWBE Plan. This responsibility includes the development, management, dissemination of information; the provision of technical assistance to minority firms including clarification of procedures to be implemented; maintenance of relevant documentation; completion of reporting requirements; and performance of monitoring and evaluation activities; and maintenance and updating of listings of minority/women business.

The Contract Compliance Officer has oversight of all City procurements for construction, professional services and supplies and shall coordinate the implementation of the MWBE Plan with other *City* departments.

THE CITY OF NEWTON, MASSACHUSETTS
SUPPLEMENTAL EQUAL EMPLOYMENT OPPORTUNITY
ANTI-DISCRIMINATION AND AFFIRMATIVE ACTION PROGRAM

- I. The requirements hereinafter set forth apply to construction contracts which involve an expenditure by the City of \$50,000 or more.
- II. For purposes of this contract "minority" refers to Asian Americans, Black, Hispanics American Indians and Cape Verdeans. The City refers to the- City of Newton
- III. During the performance of this contract the Contractor and all of (his) Subcontractors (hereinafter collectively referred to as the Contractor) , for himself, his assignees, and successors in interest, agree as follows:

In connection with the performance of work under this contract, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, religious creed, national origin, age or sex. The aforesaid provision shall include, but not be limited to, the following: layoff; termination; rates of pay or other forms of compensation; conditions or privileges of employment; and the selection of apprenticeship. The Contractor shall post hereafter in conspicuous places, available for employees and applicants for employment, notices to be provided by the City setting forth the provisions of the Fair Employment Practices Law of the Commonwealth (MGL Chapter 151 B) . (See Attachment A)

2. In connection with the performance of work under this contract, the Contractor shall undertake in good faith, affirmative action measures designed to eliminate any discriminatory barriers in the terms and conditions of employment on the grounds of race, color, religious creed, national origin, age or sex, and to eliminate and remedy any effects of such discrimination -in the past. Such affirmative action shall. entail positive and aggressive measures to ensure equal employment: opportunity in the areas of hiring, upgrading, demotion or transfer, recruitment, Layoff or termination, rate of compensation, and in-service or apprenticeship training programs. This affirmative action shall. include all action required to guarantee equal employment opportunity for all persons, regardless of race, color, religious creed, national origin, age or sex. A 'purpose of- this provision is to ensure to the fullest extent possible an adequate supply of skilled tradesmen for this and future City public construction projects
-
1. As part of this obligation of remedial action under the foregoing section, the contractor shall maintain on this project a not less than 5 percent ratio of minority employee man hours to total man hours in each job category, including, but not limited to, bricklayers, carpenters, cement masons, electricians, ironworkers, operating engineers, and those "classes of work" enumerated in Section 44C of Chapter 149 of the Massachusetts General Laws.
 2. In the hiring of minority journeymen, apprentices, trainees and advanced trainees, the Contractor shall rely on referrals, from the Contractor's affirmative action program approved by the City, traditional referral methods utilized by the construction industry, and referrals from agencies, not more than three in number at any one time, designated by the Liaison Committee or the City.

1. At the discretion of the City, there maybe established for the life of this contract a body to be known as the Liaison Committee, The Liaison Committee shall be composed of the Compliance Officer and one representative each from the Departments administering this project, hereinafter called the administering Departments, and such other representatives as may be designated by the City.
2. The Contractor (or, his/her agent, if any, designated by him/her as the onsite equal employment opportunity officer) shall recognize the Liaison Committee as the affirmative action body, and shall establish a continuing working relationship with the Liaison Committee on all matters related to minority recruitment, referral, employment and training.
3. The Contractor shall prepare manning tables on a quarterly basis.* These shall be broken down into projections, by week, for workers required in each trade. Copies shall be furnished one week in advance of the initiation of work and quarterly thereafter to the City and to the Liaison Committee.
4. Records of employment referral orders, prepared by the Contractor, shall be made available to the City and to the Liaison Committee on request.
5. The contractor shall prepare weekly reports in a form approved by the City of hours worked in each trade by each employee, identified as minority or non-minority. Copies of these reports shall be provided at the end of each week to the City and to the Liaison Committee.

* If job is less than three months, prepare for length of job.

- VI. If the Contractor shall use any sub contractor on any work performed under this contract, he/she shall take affirmative action to negotiate with qualified minority subcontractors. This affirmative action shall cover both pre-bid and post-bid periods. It shall include notification to the State Office of: Minority *Business Assistance* or As designee, while bids are in preparation, of all products, work or services for which the Contractor intends to negotiate bids.
- VII. In the employment of journeyman, apprentices, trainees, and advanced trainees, the Contractor shall give preference to citizens of the Commonwealth who have served in the armed forces of the United States in time of war and have been honorably discharged there from or released from active duty therein, and who are qualified to perform the work to which the employment relates, and, secondly to citizens of the Commonwealth generally, and, if such cannot be obtained in sufficient numbers, then to citizens of the United States
- VIII. A designee of the City and a designee of the Liaison Committee shall each have the right of access no the Construction site,
- IX. **Compliance with Requirements**
The Contractor shall comply with the provisions of Chapter 151 B of the Massachusetts General Laws, which are herein incorporated by reference and made as amended by Executive Order 227, and of Chapter 151B as amended, of the Massachusetts General Laws, both of which are herein incorporated by reference and made a part of this contract.
- X. **Non-Discrimination**
The Contractor, in the performance of all work after award, and prior to completion of the contract work, will not discriminate on the grounds of race, color, religious creed,

national origin, age or sex in employment practices, in the selection or retention of sub-contractors, or in the procurement of materials and rentals of equipment.

XI. Solicitations for sub-Contracts and for the Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiation made by the Contractor either for work to be performed under a subcontract or for the procurement of materials or equipment, each potential subcontractor or supplier shall be notified in writing by the Contractor of the Contractor's obligations under his contract relative to non-discrimination and affirmative action.

XII. Bidders Certification Requirement

1. The following certification statement will be inserted in the bid document just above the bidder's signature.

"The bidder hereby certifies he shall comply with the minority manpower ratio and specific action steps contained in the City of Newton, Massachusetts Supplemental Equal Employment-- Opportunity Anti-Discrimination and Affirmative Action Program. The Contractor receiving the award of the contract shall be required to obtain from each of its subcontractors and submit to the contracting or, administering agency prior to the performance of any work under said contract a certification by said subcontractor, regardless of tier, that it will comply with the minority manpower ratio and specific affirmative action steps contained in the City of Newton Massachusetts Supplemental Equal Employment Opportunity Anti -Discrimination and Affirmative Action Program.

XIII. Contractor's Certification

A Contractor's certification form must be signed by all successful low bidders prior to award by the City. A Contractor shall not be eligible for award of a contract unless the contractor has executed and submitted the Contractor's Certification, which shall be deemed a part of the resulting contract. (See Attachment B)

XIV. Subcontractor's Certification

Prior to the award of any subcontract, regardless of tier, the prospective subcontractor must execute and submit: to the Prime Contractor a subcontractor's certification setting forth the subcontractor's compliance with this program, which shall be deemed a part of the resulting subcontract. (See Attachment C)

XV. Compliance - Information, Reports and Sanctions

1. The Contractor will provide all information and reports required by the administering department or, the City on instruction issued by either of them and will permit access to its facilities and any books, records, accounts and other sources of information which

may be determined by the City to affect the employment of personnel. This provision shall apply only to information pertinent to the City's supplementary affirmative action contract requirements. Where information required is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the administering department or the City as appropriate and shall set forth what efforts he/she has made to obtain the information.

2. Whenever the administering department, the City, or the Liaison Committee believes the General Contractor or any Subcontractor may not, be operating in compliance with the terms of this Section, the City directly, or through its designated agent, shall conduct an appropriate investigation, and may confer with the parties, to determine if such Contractor is operating in compliance with the terms of this Section. If the City or its agent finds the General Contractor or any Subcontractor not in compliance, it shall make a preliminary report on non-compliance, and notify such Contractor in writing of such steps as will in the judgment of the City or its agent bring such Contractor into compliance. In the event, that such Contractor fails or refuses to fully perform such steps, the City shall make a final report of non-compliance, and recommend to the administering department the imposition of one or more of the sanctions listed below. If, however, the City believes the General Contractor or any Subcontractor has taken or is taking every possible measure to achieve compliance, it shall not make a final report of non-compliance, within fourteen days at the receipt of the recommendations of the City, the administering department shall move to impose one or more of the following sanctions, as it may deem appropriate to attain full and effective enforcement:

- (a) The recovery by the administering department from the General Contractor of 1/100 of!! of the contract award price or \$1000 whichever sum is greater, in the nature of liquidated damages or
if a Subcontractor is in non-compliance, the recovery by the administering department from the General Contractor, to be assessed by the General Contractor as a back charge against the Subcontractor, of 1/10 of 1% of the sub-contract price, or \$400 whichever sum is greater, in the nature of liquidated damages, for each week that such party fails or refuses to comply
- (b) The suspension of *any* payment of part thereof due under the contract until such time as the General Contractor or any Subcontractor is able to demonstrate his compliance with the terms of the contract;
- (c) The termination, or cancellation, of the contract, in whole or in part, unless the General Contractor or any Subcontractor is able to demonstrate within a specified time his/her compliance
with the terms of the City's affirmative action construction contract requirements; OR,
- (d) The denial to the General Contractor or any Subcontractor of the right to participate in any future contracts awarded by the administering department for a
- (e) Period of up to three years.

3. If at any time after the imposition of one or more of the above sanctions (unless the contract has been terminated), a Contractor is able to demonstrate that he/she is in compliance with this section, he/she may request the City to suspend the sanctions conditionally pending a final determination by the City as to whether the Contractor is in

compliance. Upon final determination of the City, the administering department, based upon the recommendation of the City, shall either lift the sanctions or continue them.

4. Sanctions enumerated under Section XV shall not be imposed by the City except after the General Contractor or Subcontractor has had an opportunity for full and fair hearing with City. The non-compliance investigation shall be initiated without prior notice to the contractor. Any sanctions to be imposed shall be, set forth fully and completely in writing, and may then be appealed to the City in writing by the Contractor.

.XIV. Severability

The provisions of this section are severable, and if any of these provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.

FAIR EMPLOYMENT LAW

The Fair Employment Law declares that it is illegal to discriminate on the basis of race, color, religious creed, national origin, sex, sexual orientation, age, ancestry or disability

IT IS UNLAWFUL:

- to print or circulate any advertisement or use any application form which directly or indirectly specifies any limitation on the basis of race, color, religious creed, national origin, sex, sexual orientation, age, ancestry or disability.
- to discharge or refuse to hire any individual on file basis of their race, color, religious creed, national origin, sex, sexual orientation, age, ancestry, or disability.
- to discriminate against any individual in matters relating to compensation, terms, conditions, or privileges of employment because of their race, color, religious creed, national origin, sex, sexual orientation, age, ancestry or disability.
- to require a woman to leave her job at some arbitrary stage in her pregnancy or to refuse to let her return to work until a specified time set by the employer.
- to grant a female employee at least eight weeks leave for purposes of childbirth or to treat her absence differently than any other absence due to disability.
- to require an employee to remain at work during any day or part thereof that s/he observes as a religious holiday provided that the employee gives a ten-day notice and the absence does not cause undue hardship to the employer.
- to discharge or refuse to hire any person because of their failure to furnish information concerning admission to a center for the treatment of mentally ill persons.
- to discriminate against a job applicant for failure to furnish information, written or oral, concerning:- A) an arrest, detention or disposition regarding a violation of law in which no conviction resulted; B) a first conviction for any of the following misdemeanors: driving under the influence, simple assault, speeding, minor traffic violations, disturbance of the peace; or C) conviction for a misdemeanor where the date of the conviction or end of period of incarceration, if any, occurred more than five years prior to the employment application, and the applicant has not been convicted of any offense within the five years immediately before the date of application.

RETALIATION

It is illegal to retaliate against any person because s/he has opposed any practices forbidden under this Chapter or because s/he has filed a complaint, testified, or assisted in any proceeding before the Commission. It is also illegal to aid, abet, incite, compel or coerce the doings of any of the acts forbidden under this Chapter or to attempt to do so.

SEXUAL HARASSMENT

151B:1,18 The term "sexual harassment" shall mean sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (a) submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment, or as a basis for employment decisions: (h) such advances,, requests or conduct have the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, humiliating or sexually offensive work environment.

COMPLAINTS

All complaints must be filed in writing. Information on the filing of complaints can be obtained by contacting the MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION at the following locations:

Boston office:
One Ashburton Place
Room 601
Boston, MA 02108
(617) 727-3990

Springfield office:
436 Dwight Street
Suite 315
Springfield, MA 01103
(413) 739-2145

Attachment B

CITY OF NEWTON

Contractors Certification

A Contractor will not be eligible for award of a contract, unless such contractor has submitted the following certification, which is deemed a part of the resulting contract.

CONTRACTOR'S CERTIFICATION

_____. Certifies that:
Contractor's Name

it tends to use the following listed construction trades in the work under the contract

_____ and

2. will comply with the minority manpower ration and specific affirmative action steps contained herein; and
3. will obtain from each of its subcontractors and submit to the contracting or administering agency prior to the award of any subcontract under this contract the subcontractor certification required by these bid conditions

(Signature of authorized representative of Contractor)

Any contract for the provision of goods or services to the City of Newton or any of its departments is subject to the ordinance creating the Human Rights Commission, as it may be amended from Time to Time. Any complaints within the purview shall be forwarded immediately to the contracting agency, and a copy shall be sent to the Human Rights Commission; any complaints received by the contracting agency shall be forwarded to the contractor, and a copy shall be sent to the Human Rights Commission.

Attachment C

CITY OF NEWTON

Subcontractors Certification

Prior to the award of any subcontract, regardless of tier, the prospective subcontractor must execute and submit to the Prime Contractor the following certification, which will be deemed a part of the resulting subcontractor.

SUBCONTRACTOR'S CERTIFICATION

_____. Certifies that:
Contractor's Name

it tends to use the following listed construction trades in the work under the contract

_____ and

will comply with the minority manpower ration and specific affirmative action steps contained herein; and

will obtain from each of its subcontractors and submit to the contracting or administering agency prior to the award of any subcontract under this contract the subcontractor certification required by these bid conditions

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(Signature of authorized representative of Contractor)

In order to ensure that the said subcontractor's certification becomes part of all subcontracts under the prime contract, no subcontract shall be executed until an authorizee representative of the Administrative Agency administering this project has determined in writing, that the said certification has been incorporated in such subcontract, regardless of tier, Any subcontract executed without such written approval shall be void.

Any contract for the provision of goods or services to the City of Newton or any of its departments is subject to the ordinance creating the Human Rights Commission, as it may be amended from Time to Time. Any complaints within the purview shall be forwarded immediately to the contracting agency, and a copy shall be sent to the Human Rights Commission; any complaints received by the contracting agency shall be forwarded to the contractor, and a copy shall be sent to the Human Rights Commission.

CITY OF NEWTON

WAGE RATE REQUIREMENTS

1. GENERAL

- A.** This section summarizes the requirements for the payment of wages to laborers and mechanics employed under the Contract.
- B.** Other duties and requirements of law which may not be specified in this section apply and are inherently part of the Contract.

2. WAGE RATES

- A.** The rate per hour to be paid to mechanics, apprentices, teamsters, chauffeurs, and laborers employed on the Work shall not be less than the rate of wages in the attached "Minimum Wage Rates" as determined by the Commissioner of Labor and Industries. The schedule of prevailing wage rates will be updated annually for all public construction projects lasting longer than one (1) year. The contractor shall pay the prevailing wage rate set out in the applicable prevailing wage rate schedule. Increases in prevailing wage rates shall not be the basis for a change order.
- B.** Keep posted on the site a legible copy of said schedule. Keep on file the wage rates and classifications of labor employed on this Work in order that they may be available for inspection by the Owner, Administrator, or the Architect.
- C.** Apprentices employed pursuant to this determination of wage rates must be registered and approved by the State Apprenticeship Council wherever rates for journeymen or apprentices are not listed.
- D.** Pay reserve police officers employed on the Work the prevailing rate of wages paid to regular police officers as required by M.G.L. c 149, Sec. 34B, as amended. Such police officers shall be covered by Workmen's Compensation Insurance and Employers Liability Insurance by the Contractor.
- E.** The Contractor and all subcontractors shall, on a weekly basis throughout the term of the contract, provide to the City of Newton certified payroll affidavits verifying compliance with M.G.L. c.149, Sec. 27, 27A and 27B.
- F.** The Contractor and all subcontractors shall provide a Statement of Compliance within 15 days of the completion of its portion of the work. This statement shall be submitted to the Owner on the form found elsewhere in this section.
- G.** The Contractor shall maintain accurate and complete records, including payroll records, during the Contract term and for three years thereafter. Filings made by the Contractor pursuant to Clauses 47, 48 and 49 of the General Conditions shall be deemed to constitute compliance with State filing requirements under the Massachusetts Prevailing Wage Law.

END OF SECTION



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
Construction						
(2 AXLE) DRIVER - EQUIPMENT	12/01/2010	\$45,530	06/01/2011	\$46,280	12/01/2011	\$46,940
	06/01/2012	\$47,590	12/01/2012	\$48,620		
(3 AXLE) DRIVER - EQUIPMENT	12/01/2010	\$45,600	06/01/2011	\$46,350	12/01/2011	\$47,010
	06/01/2012	\$47,660	12/01/2012	\$48,690		
(4 & 5 AXLE) DRIVER - EQUIPMENT	12/01/2010	\$45,720	06/01/2011	\$46,470	12/01/2011	\$47,130
	06/01/2012	\$47,780	12/01/2012	\$48,810		
ADSSUBMERSIBLE PILOT	08/01/2010	\$103,680	08/01/2011	\$107,800		
AIR TRACK OPERATOR	12/01/2010	\$49,850	06/01/2011	\$50,850	12/01/2011	\$52,100
ASBESTOS REMOVER - PIPE / MECH. EQUIPT.	12/01/2009	\$40,250				
ASPHALT RAKER	12/01/2010	\$49,350	06/01/2011	\$50,350	12/01/2011	\$51,600
ASPHALT/CONCRETE/CRUSHER PLANT-ON SITE	12/01/2010	\$60,980				
BACKHOE/FRONT-END LOADER	12/01/2010	\$60,980				
BARCO-TYPE JUMPING TAMPER	12/01/2010	\$49,350	06/01/2011	\$50,350	12/01/2011	\$51,600
BLOCK PAVER, RAMMER / CURB SETTER	12/01/2010	\$49,850	06/01/2011	\$50,850	12/01/2011	\$52,100
BOILER MAKER	01/01/2010	\$55,850				
APPRENTICE: BOILERMAKER - Local 29						
Ratio	Step	1	2	3	4	5
1:5	%	65.00	65.00	70.00	75.00	80.00
Apprentice wages shall be no less than the following:						
Step 1\$42,662\$42,664\$44,544\$46,424\$48,304\$50,184\$52,064\$53,944						
BRICKSTONE/ARTIFICIAL MASONRY (INCL. MASONRY WATERPROOFING)	03/01/2011	\$70,900	08/01/2011	\$73,000	02/01/2012	\$73,990
APPRENTICE: BRICK/PLASTER/CEMENT MASON - Local 3 Newton						
Ratio	Step	1	2	3	4	5
1:5	%	50.00	60.00	70.00	80.00	90.00
Apprentice wages shall be no less than the following:						
Step 1\$48,300\$52,820\$57,340\$61,860\$66,380						
BULLDOZER/GRADER/SCRAPER	12/01/2010	\$60,630				
CAISSON & UNDERPINNING BOTTOM MAN	12/01/2010	\$50,250	06/01/2011	\$51,250	12/01/2011	\$52,500
CAISSON & UNDERPINNING LABORER	12/01/2010	\$49,100	06/01/2011	\$50,100	12/01/2011	\$51,350
CAISSON & UNDERPINNING TOP MAN	12/01/2010	\$49,100	06/01/2011	\$50,100	12/01/2011	\$51,350

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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
CARBIDE COREDRILL OPERATOR	12/01/2010	\$49.350	06/01/2011	\$50.350	12/01/2011	\$51.600
CARPENTER	03/01/2011	\$56.230	09/01/2011	\$57.360	03/01/2012	\$58.480
APPRENTICE: CARPENTER - Zone 2 Eastern MA						
Ratio	Step	1	2	3	4	5
1:5	%	50.00	60.00	70.00	75.00	80.00
Apprentice wages shall be no less than the following:						
Step 152427/2529470 \$41.914 \$43.310 \$44.680 \$46.080 \$47.511 \$48.950 \$50.387						
CEMENT MASONRY/PLASTERING	02/01/2011	\$69.070	08/01/2011	\$70.770	02/01/2012	\$71.540
CHAINSAW OPERATOR	12/01/2010	\$49.350	06/01/2011	\$50.350	12/01/2011	\$51.600
CLAM SHELLS/SLURRY BUCKETS/HEADING MACHINES	12/01/2010	\$61.980				
COMPRESSOR OPERATOR	12/01/2010	\$49.690				
DELEADER (BRIDGE)	01/01/2011	\$64.410	07/01/2011	\$65.410	01/01/2012	\$66.410
	07/01/2012	\$67.410	01/01/2013	\$68.410		
APPRENTICE: PAINTER Local 35 - BRIDGES/TANKS						
Ratio	Step	1	2	3	4	5
1:1	%	50.00	55.00	60.00	65.00	70.00
Apprentice wages shall be no less than the following:						
Step 152931/2534840 \$39.014 \$41.140 \$43.310 \$45.511 \$47.753 \$50.040 \$52.381						
DEMO: ADZEMAN	12/01/2010	\$49.100	06/01/2011	\$50.100	12/01/2011	\$51.350
DEMO: BACKHOE/LOADER/HAMMER OPERATOR	12/01/2010	\$50.100	06/01/2011	\$51.100	12/01/2011	\$52.350
APPRENTICE: LABORER Demo Backhoe/Loader/Hammer Operator						
Ratio	Step	1	2	3	4	
1:5	%	60.00	70.00	80.00	90.00	
Apprentice wages shall be no less than the following:						
Step 153748/2540440 \$43.794 \$44.95						
DEMO: BURNERS	12/01/2010	\$49.850	06/01/2011	\$50.850	12/01/2011	\$52.100
APPRENTICE: LABORER Demo Burners						
Ratio	Step	1	2	3	4	
1:5	%	60.00	70.00	80.00	90.00	
Apprentice Wages shall be no less than the following:						
Step 153733/2540440 \$43.594 \$44.72						
DEMO: CONCRETE CUTTER/SAWYER	12/01/2010	\$50.100	06/01/2011	\$51.100	12/01/2011	\$52.350
DEMO: JACKHAMMER OPERATOR	12/01/2010	\$49.850	06/01/2011	\$50.850	12/01/2011	\$52.100

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DEVAL L. PATRICK
Governor
TIMOTHY P. MURRAY
Lieutenant Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



JOANNE F. GOLDSSTEIN
Secretary of Labor and Workforce Development
GEORGE E. NOEL
Director of Labor
HEATHER E. LOWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
DEMO: WRECKING LABORER	12/01/2010	\$49.100	06/01/2011	\$50.100	12/01/2011	\$51.300
APPRENTICE: LABORER-Demo Wrecking Laborer						
Ratio Step	1	2	3	4		
1:5 %	40.00	70.00	80.00	90.00		
Apprentice wages shall be no less than the following:						
Step 1 \$34.88/2539.94/\$342.994 \$44.03						
DIRECTIONAL DRILL MACHINE OPERATOR	12/01/2010	\$60.630				
DIVER	08/01/2010	\$77.520	08/01/2011	\$80.270		
DIVER TENDER	08/01/2010	\$62.570	08/01/2011	\$65.320		
DIVER TENDER (EFFLUENT)	08/01/2010	\$81.250	08/01/2011	\$85.380		
DIVER/SLUURY (EFFLUENT)	08/01/2010	\$103.680	08/01/2011	\$107.800		
ELECTRICIAN	03/01/2011	\$68.290				
APPRENTICE: ELECTRICIAN - Local103						
Ratio Step	1	2	3	4	5	6
1:3*** %	40.00	40.00	45.00	45.00	50.00	55.00
Apprentice wages shall be no less than the following Step:						
App Prior 1/1/03: 30/03/40/43/50/55/65/70/75/80						
15373.8253738/844.81/444.81/544.95/644.98/7531.22/8533.35/9555.49/10537.42						
ELEVATOR CONSTRUCTOR	01/01/2011	\$66.690	01/01/2012	\$68.190		
APPRENTICE: ELEVATOR CONSTRUCTOR - Local4						
Ratio Step	1	2	3	4	5	
1:1 %	50.00	55.00	65.00	70.00	80.00	
Apprentice rates shall be no less than the following:						
Step 1 \$34.24/2543.74/\$48.84/\$51.41/\$55.54.50						
ELEVATOR CONSTRUCTOR HELPER	01/01/2011	\$52.830	01/01/2012	\$54.330		
FENCE & GUARD RAIL ERECTOR	12/01/2010	\$49.350	06/01/2011	\$50.350	12/01/2011	\$51.600
FIELD ENG. - INST. PERSON (BLDG, SITE, HVY CONST)	11/01/2010	\$38.140	05/01/2011	\$39.380		
FIELD ENG. - ROD PERSON (BLDG, SITE, HVY CONST)	11/01/2010	\$42.200	05/01/2011	\$42.930		
FIELD ENG.-CHIEF OF PARTY (BLDG, SITE, HVY CONST)	11/01/2010	\$39.520	05/01/2011	\$60.770		
FIRE ALARM INSTALLER	03/01/2011	\$68.290				
FIRE ALARM REPAIR / MAINTENANCE / COMMISSIONING	03/01/2011	\$56.300				

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DEVAL L. PAIRICK
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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



JOANNE F. GOLDSSTEIN
Secretary of Labor and Workforce Development
GEORGE E. NOEL
Director of Labor
HEATHER E. ROWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
FIREMAN (ASST. ENGINEER)	12/01/2010	\$54.840				
FLAGGER & SIGNALER	12/01/2010	\$38.050	06/01/2011	\$39.050	12/01/2011	\$39.050
FLOORCOVERER	03/01/2011	\$61.110	09/01/2011	\$62.360	03/01/2012	\$63.610
APPRENTICE: FLOORCOVERER - Local 2148 Zone 1						
Ratio	Step	1	2	3	4	5
1:1	%	30.00	35.00	40.00	45.00	50.00
Apprentice rates shall be no less than the following:						
Step 1 \$28.38/2530.178 \$41.414 \$43.20.0544.780 \$48.577952.15.6853.93						
FORK LIFT/CHERRY PICKER	12/01/2010	\$60.980				
GENERATOR/LIGHTING PLANT/HEATERS	12/01/2010	\$49.690				
GLAZIER (GLASS PLANK/AIR BARRIER/INTERIOR SYSTEMS)	01/01/2011	\$53.910	07/01/2011	\$54.910	01/01/2012	\$55.910
	07/01/2012	\$56.910	01/01/2013	\$57.910		
APPRENTICE: GLAZIER - Local 33 Zone 2						
Ratio	Step	1	2	3	4	5
1:1	%	30.00	35.00	40.00	45.00	50.00
Apprentice wages shall be no less than the following:						
Step 1 \$24.00/2531.080 \$32.714 \$34.33.0544.14.0545.780794.741.6850.44						
HOISTING ENGINEER/CRANES/GRADALLS	12/01/2010	\$60.980				
APPRENTICE: HOIST/PORT. ENG. - Local 4						
Ratio	Step	1	2	3	4	5
1:4	%	35.00	40.00	45.00	50.00	55.00
Apprentice wages shall be no less than the following:						
Step 1 \$31.33/2543.478 \$47.414 \$49.33.0545.1290 \$53.227953.14.6857.10						
HVAC (DUCTWORK)	02/01/2011	\$65.170	08/01/2011	\$66.420	02/01/2012	\$67.670
	08/01/2012	\$68.920	02/01/2013	\$70.170		
HVAC (ELECTRICAL CONTROLS)	03/01/2011	\$68.290				
HVAC (TESTING AND BALANCING - AIR)	02/01/2011	\$65.170	08/01/2011	\$66.420	02/01/2012	\$67.670
	08/01/2012	\$68.920	02/01/2013	\$70.170		
HVAC (TESTING AND BALANCING - WATER)	09/01/2010	\$68.730				
HVAC MECHANIC	09/01/2010	\$68.730				
HYDRAULIC DRILLS	12/01/2010	\$49.850	06/01/2011	\$50.850	12/01/2011	\$52.100
INSULATOR (PIPES & TANKS)	09/01/2010	\$61.660				

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THE COMMONWEALTH OF MASSACHUSETTS
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Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



JOANNE F. GOLDSSTEIN
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GEORGE E. NOEL
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HEATHER E. ROWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
APPRENTICE: ASBESTOS INSULATOR (Pipes & Tanks) - Local 6 Boston						
Ratio	Step	1	2	3	4	
1+	%	50.00	60.00	70.00	80.00	
Apprentice wages shall be no less than the following:				Steps are 1 year		
Step 1 \$37.34/2542.20 \$47.074 \$51.95						
IRONWORKER/WELDER				03/16/2010	\$60.940	
APPRENTICE: IRONWORKER - Local 7 Boston						
Ratio	Step	1	2	3	4	5
**	%	60.00	70.00	75.00	80.00	85.00
Apprentice wages shall be no less than the following:				** Structural 1-4; Ornamental 1-4		
Step 1 \$44.82/2530.33 \$52.124 \$53.880 \$55.43/453.741						
JACKHAMMER & PAVING BREAKER OPERATOR				12/01/2010	\$49.350	06/01/2011 \$50.350 12/01/2011 \$51.600
LABORER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
APPRENTICE: LABORER - Zone 1						
Ratio	Step	1	2	3	4	
1.5	%	60.00	70.00	80.00	90.00	
Apprentice wages shall be no less than the following:						
Step 1 \$34.88/2539.94 \$42.994 \$44.03						
LABORER: CARPENTER TENDER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
LABORER: CEMENT FINISHER TENDER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
LABORER: HAZARDOUS WASTE/ASBESTOS REMOVER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
LABORER: MASON TENDER				12/01/2010	\$49.350	06/01/2011 \$50.350 12/01/2011 \$51.600
LABORER: MULTI-TRADE TENDER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
LABORER: TREE REMOVER				12/01/2010	\$49.100	06/01/2011 \$50.100 12/01/2011 \$51.330
This classification applies to the wholesale removal of standing trees including all associated trimming of branches and limbs, and applies to the removal of branches at locations not on or around utility lines.						
LASER BEAM OPERATOR				12/01/2010	\$49.350	06/01/2011 \$50.350 12/01/2011 \$51.600
MARBLE & TILE FINISHERS				03/01/2011	\$59.270	08/01/2011 \$60.950 02/01/2012 \$61.740
APPRENTICE: MARBLE & TILE FINISHER - Local 3 Marble & Tile						
Ratio	Step	1	2	3	4	5
1.5	%	50.00	60.00	70.00	80.00	90.00
Apprentice wages shall be no less than the following:				Steps are 800 hrs.		
Step 1 \$41.98/2543.43 \$48.894 \$52.330 \$55.81						

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THE COMMONWEALTH OF MASSACHUSETTS
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Prevailing Wage Rates

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JOANNE F. GOLDSSTEIN
Secretary of Labor and Workforce Development
GEORGE E. NOEL
Director of Labor
HEATHER E. ROWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
MARBLE MASONS, TILELAYERS & TERRAZZO MECH	03/01/2011	\$70.940	08/01/2011	\$73.040	02/01/2012	\$74.030
APPRENTICE: MARBLE-TILE-TERRAZZO MECHANIC - Local 3 Marble & Tile						
Ratio Step	1	2	3	4	5	
1:3 %	50.00	60.00	70.00	80.00	90.00	
Apprentice wages shall be no less than the following:						
Step 154832/2532.84/3437378441.88/544.42						
MECH. SWEEPER OPERATOR (NON CONSTRUCTION)	07/01/2010	\$29.590	07/01/2011	\$30.290		
MECH. SWEEPER OPERATOR (ON CONST. SITES)	12/01/2010	\$60.630				
MECHANICS MAINTENANCE	12/01/2010	\$60.630				
MILLWRIGHT (Zone 1)	04/01/2011	\$57.850				
APPRENTICE: MILLWRIGHT - Local 1121 Zone 1						
Ratio Step	1	2	3	4	5	6
1:3 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 153710/2538.778442.044443.72/544.19/544.78/7850.35/6850.02						
MORTAR MIXER	12/01/2010	\$49.350	06/01/2011	\$50.350	12/01/2011	\$51.600
OILER (OTHER THAN TRUCK CRANES, GRADALLS)	12/01/2010	\$43.170				
OILER (TRUCK CRANES, GRADALLS)	12/01/2010	\$46.330				
OTHER POWER DRIVEN EQUIPMENT - CLASS II	12/01/2010	\$60.630				
PAINTER (BRIDGES/TANKS)	01/01/2011	\$64.410	07/01/2011	\$65.410	01/01/2012	\$66.410
	07/01/2012	\$67.410	01/01/2013	\$68.410		
APPRENTICE: PAINTER Local 35 - BRIDGES/TANKS						
Ratio Step	1	2	3	4	5	6
1:1 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 152931/2534.848439.014441.14/544.31/544.33/467855.81/6840.11						
PAINTER (SPRAY OR SANDBLAST, NEW)*	01/01/2011	\$55.310	07/01/2011	\$56.310	01/01/2012	\$57.310
	07/01/2012	\$58.310	01/01/2013	\$59.310		
* If 30% or more of surfaces to be painted are new construction, NEW paint rate shall be used.						
APPRENTICE: PAINTER Local 35 Zone 2 - Spray/Sandblast - New						
Ratio Step	1	2	3	4	5	6
1:1 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 152474/2531.858433.554433.24/544.14/544.48/784.83/6851.92						

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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
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JOANNE F. GOLDS TEIN
Secretary of Labor and Workforce Development
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HEATHER E. LOWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
PAINTER (SPRAY OR SANDBLAST, REPAINT)	01/01/2011	\$53.370	07/01/2011	\$54.370	01/01/2012	\$55.370
	07/01/2012	\$56.370	01/01/2013	\$57.370		
APPRENTICE: PAINTER - Local 35 Zone 2 - Spray/Sandblast - Repaint						
Ratio Step	1	2	3	4	5	6
1:1 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 1523.79/2530.780 \$32.384 \$33.980 \$43.784 \$54.538/54.696 \$50.17						
PAINTER (TRAFFIC MARKINGS)	12/01/2010	\$49.100	06/01/2011	\$50.100	12/01/2011	\$51.330
PAINTER / TAPER (BRUSH, NEW) *	01/01/2011	\$53.910	07/01/2011	\$54.910	01/01/2012	\$55.910
* If 30% or more of surfaces to be painted are new construction, NEW paint rate shall be used.	07/01/2012	\$56.910	01/01/2013	\$57.910		
APPRENTICE: PAINTER - Local 35 Zone 2 - BRUSH NEW						
Ratio Step	1	2	3	4	5	6
1:1 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 1524.04/2531.080 \$32.714 \$34.330 \$44.146/44.538/54.784 741.68 \$50.44						
PAINTER / TAPER (BRUSH, REPAINT)	01/01/2011	\$51.970	07/01/2011	\$52.970	01/01/2012	\$53.970
	07/01/2012	\$54.970	01/01/2013	\$55.970		
APPRENTICE: PAINTER - Local 35 Zone 2 - BRUSH REPAINT						
Ratio Step	1	2	3	4	5	6
1:1 %	50.00	55.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:						
Step 1523.09/2530.010 \$31.544 \$33.070 \$42.804 \$54.33/54.584 \$54.891						
PANEL & PICKUP TRUCKS DRIVER	12/01/2010	\$45.360	06/01/2011	\$46.110	12/01/2011	\$46.770
	06/01/2012	\$47.420	12/01/2012	\$48.450		
PIER AND DOCK CONSTRUCTOR (UNDERPINNING AND DECK)	08/01/2010	\$62.570	08/01/2011	\$65.320		
PILE DRIVER	08/01/2010	\$62.570	08/01/2011	\$65.320		
APPRENTICE: PILE DRIVER - Local 56 Zone 1						
Ratio Step	1	2	3	4	5	6
1:3 %	60.00	65.00	70.00	75.00	80.00	85.00
Apprentice wages shall be no less than the following:						
Step 1547.42/2549.490 \$31.348 \$33.230 \$55.104 \$53.694/55.880 \$50.70						
PIPEFITTER & STEAMFITTER	09/01/2010	\$68.730				
APPRENTICE: PIPEFITTER - Local 37						
Ratio Step	1	2	3	4	5	
** %	40.00	45.00	60.00	70.00	80.00	
Apprentice Rate - Step 1533.44/2543.380 \$50.294 \$54.90/55.931						
Ratio/C Machine **1:1;1:2;2:4;3:4;4:8;5:10;6:12;7:14;8:17;9:20;10:23(Max)						
**1:3;3:1.5;1:10 then after / Step am 1 yr.						

This wage schedule must be posted at the work site in accordance with M.G.L. ch. 149, sec. 27

Failure of the employer to pay "prevailing wage rates," which are the minimum wage rates listed above, on public works projects is a violation of M.G.L. ch. 149, sec. 27. Employees not receiving such rates should report the violation to the Office of Fair Labor and Business Practices, 100 Cambridge Street, Boston, MA 02108; Tel: 617-727-3465.

Issue Date: 04/13/2011

Wage Request Number: 20110413-046

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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
PIPELAYER	12/01/2010	\$49,350	06/01/2011	\$50,350	12/01/2011	\$51,600
PLUMBERS & GASFITTERS	03/01/2011	\$67,500	09/01/2011	\$68,250	03/01/2012	\$69,030
	09/01/2012	\$70,300	03/01/2013	\$71,550		
APPRENTICE: PLUMBER - Local 12						
Ratio	Step	1	2	3	4	5
**	%	35.00	40.00	55.00	65.00	75.00
Apprentice wages shall be no less than the following:			**1:2; 2:4; 3:10; 4:14; 5:19/Step ann 1 yr			
Step 1\$30,01/\$32,890 \$41,548 \$47,311/4 weeks \$50,20 /\$53,09/ 5 weeks \$55,98						
PNEUMATIC CONTROLS (TEMP.)	09/01/2010	\$68,730				
PNEUMATIC DRILL/TOOL OPERATOR	12/01/2010	\$49,350	06/01/2011	\$50,350	12/01/2011	\$51,600
POWDERMAN & BLASTER	12/01/2010	\$50,100	06/01/2011	\$51,100	12/01/2011	\$52,350
POWER SHOVEL/DERRICK/TRENCHING MACHINE	12/01/2010	\$60,980				
PUMP OPERATOR (CONCRETE)	12/01/2010	\$60,980				
PUMP OPERATOR (DEWATERING, OTHER)	12/01/2010	\$49,690				
READY-MIX CONCRETE DRIVER	05/01/2010	\$41,080	05/01/2011	\$41,690		
RECLAIMERS	12/01/2010	\$60,630				
RESIDENTIAL WOOD FRAME CARPENTER **	04/01/2009	\$35,620				
** The Residential Wood Frame Carpenter classification applies only to the construction of new, wood-frame residences that do not exceed four stories including the basement.						
As of 9/1/09 Carpentry work on wood-frame residential WEATHERIZATION projects shall be paid the RESIDENTIAL WOOD FRAME CARPENTER rate.						
APPRENTICE: CARPENTER (Residential Wood Frame)- Zone 2						
Ratio	Step	1	2	3	4	5
1:5	%	60.00	60.00	65.00	70.00	75.00
Apprentice wages shall be no less than the following:			60.00 65.00 70.00 75.00 80.00 85.00 90.00			
Step 1\$20,13/\$24,048 \$27,234 \$28,435 \$29,636 \$30,837 \$32,038 \$33,239						
RIDE-ON MOTORIZED BUGGY OPERATOR	12/01/2010	\$49,350	06/01/2011	\$50,350	12/01/2011	\$51,600
ROLLER/SPREADER/MULCHING MACHINE	12/01/2010	\$60,630				
ROOFER (Inc. Roofer Waterproofing & Roofer Dampproofg)	02/01/2011	\$54,860	08/01/2011	\$55,860	02/01/2012	\$56,860
	08/01/2012	\$57,860	02/01/2013	\$58,860		

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Failure of the employer to pay "prevailing wage rates," which are the minimum wage rates listed above, on public works projects is a violation of M.G.L. ch. 149, sec. 27. Employees not receiving such rates should report the violation to the Office of Fair Labor and Business Practices, 100 Cambridge Street, Boston, MA 02108; Tel: 617-727-3465.

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DEVAL L. PATRICK
Governor
TIMOTHY P. MURRAY
Lieutenant Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



JOANNE F. GOLDS TEIN
Secretary of Labor and Workforce Development
GEORGE E. NOEL
Director of Labor
HEATHER E. LOWE
Assistant Commissioner of Division of Occupational Safety

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates										
APPRENTICE: ROOFER - Local33											
Ratio	Step	1	2	3	4	5					
**	%	50.00	60.00	65.00	75.00	85.00					
**1:5, 2:4-10, then 1:10; Reroofing: 1:4, then 1:1						Step 1 is 2000 hrs.; Steps 2-5 are 1000 hrs.					
Apprentice rate: no less than: Step 1 \$30.41/\$34.04/\$34.24/\$34.44/\$34.64/\$34.84											
ROOFER SLATE/TILE/PRECAST CONCRETE						02/01/2011	\$55.110	08/01/2011	\$56.110	02/01/2012	\$57.110
						08/01/2012	\$58.110	02/01/2013	\$59.110		
APPRENTICE: ROOFER (Slate/Tile/Precast Concrete) - Local33											
Ratio	Step	1	2	3	4	5					
**	%	50.00	60.00	65.00	75.00	85.00					
Apprentice wages shall be paid no less than the following:											
Step 1 \$30.54/\$34.79/\$34.79/\$34.79/\$34.79/\$34.79											
SHEETMETAL WORKER						02/01/2011	\$65.170	08/01/2011	\$66.420	02/01/2012	\$67.670
						08/01/2012	\$68.920	02/01/2013	\$70.170		
APPRENTICE: SHEET METAL WORKER - Local17-A											
Ratio	Step	1	2	3	4	5	6	7			
1:4	%	40.00	45.00	50.00	60.00	65.00	75.00	85.00			
Apprentice wages shall be no less than the following:						Steps 1-3 are 1 year; Steps 4-7 are 6 mos.					
Step 1 \$28.84/\$34.49/\$37.38/\$42.38/\$45.01/\$50.27/\$55.03											
SIGNERECTOR						06/01/2009	\$37.780				
APPRENTICE: SIGNERECTOR - Local33 Zone 2											
Ratio	Step	1	2	3	4	5	6	7	8	9	
1:1	%	50.00	55.00	60.00	65.00	70.00	75.00	80.00	85.00	90.00	
Apprentice wages shall be no less than the following:						Steps are 6 mos.					
Step 1 \$19.48/\$23.12/\$24.34/\$25.40/\$26.50/\$27.60/\$28.75/\$29.95/\$31.20/\$32.45/\$33.70											
SPECIALIZED EARTH MOVING EQUIP < 35 TONS						12/01/2010	\$45.820	06/01/2011	\$46.570	12/01/2011	\$47.230
						06/01/2012	\$47.880	12/01/2012	\$48.910		
SPECIALIZED EARTH MOVING EQUIP > 35 TONS						12/01/2010	\$46.110	06/01/2011	\$46.860	12/01/2011	\$47.520
						06/01/2012	\$48.170	12/01/2012	\$49.200		
SPRINKLER FITTER						01/01/2011	\$70.550	09/01/2011	\$71.350	01/01/2012	\$71.500
						03/01/2012	\$72.250	09/01/2012	\$73.250	01/01/2013	\$73.400
						03/01/2013	\$74.400				
APPRENTICE: SPRINKLER FITTER - Local330											
Ratio	Step	1	2	3	4	5	6	7	8	9	10
1:1	%	40.00	45.00	50.00	55.00	60.00	65.00	70.00	75.00	80.00	85.00
Apprentice wages shall be no less than the following step:											
Step 1 \$20.25/\$23.87/\$24.10/\$24.35/\$24.60/\$24.85/\$25.10/\$25.35/\$25.60/\$25.85/\$26.10/\$26.35											
STEAM BOILER OPERATOR						12/01/2010	\$60.630				

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Failure of the employer to pay "prevailing wage rates," which are the minimum wage rates listed above, on public works projects is a
violation of M.G.L. ch. 149, sec. 27. Employees not receiving such rates should report the violation to the
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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates					
TAMPERS, SELF-PROPELLED OR TRACTOR DRAWN	12/01/2010	\$60.630				
TELECOMMUNICATION TECHNICIAN	03/01/2011	\$56.300				
APPRENTICE: TELECOMMUNICATION TECHNICIAN - Local103						
Ratio	Step	1	2	3	4	5
1:1	%	40.00	45.00	50.00	55.00	60.00
Apprentice wages shall be no less than the following:						
Step 1\$37.09/2\$38.49/3\$40.30/4\$41.89/5\$43.49/6\$45.10/7\$46.30/8\$49.90						
TERRAZZO FINISHERS	03/01/2011	\$69.840	08/01/2011	\$71.940	02/01/2012	\$72.930
APPRENTICE: TERRAZZO FINISHER - Local3 Marble & Tile						
Ratio	Step	1	2	3	4	5
1:3	%	50.00	60.00	70.00	80.00	90.00
Apprentice wages shall be no less than the following:						
Step 1\$47.77/2\$52.18/3\$54.40/4\$56.01/5\$57.43						
TEST BORING DRILLER	12/01/2010	\$50.500	06/01/2011	\$51.500	12/01/2011	\$52.730
TEST BORING DRILLER HELPER	12/01/2010	\$49.220	06/01/2011	\$50.220	12/01/2011	\$51.470
TEST BORING LABORER	12/01/2010	\$49.100	06/01/2011	\$50.100	12/01/2011	\$51.330
TRACTORS/PORTABLE STEAM GENERATORS	12/01/2010	\$60.630				
TRAILERS FOR EARTH MOVING EQUIPMENT	12/01/2010	\$46.400	06/01/2011	\$47.150	12/01/2011	\$47.810
	06/01/2012	\$48.460	12/01/2012	\$49.490		
TUNNEL WORK - COMPRESSED AIR	12/01/2010	\$61.680	06/01/2011	\$62.930	12/01/2011	\$64.180
TUNNEL WORK - COMPRESSED AIR (HAZ. WASTE)	12/01/2010	\$63.680	06/01/2011	\$64.930	12/01/2011	\$66.180
TUNNEL WORK - FREE AIR	12/01/2010	\$53.750	06/01/2011	\$55.000	12/01/2011	\$56.230
TUNNEL WORK - FREE AIR (HAZ. WASTE)	12/01/2010	\$55.750	06/01/2011	\$57.000	12/01/2011	\$58.230
VAC-HAUL	12/01/2010	\$45.820	06/01/2011	\$46.570	12/01/2011	\$47.230
	06/01/2012	\$47.880	12/01/2012	\$48.910		
WAGON DRILL OPERATOR	12/01/2010	\$49.350	06/01/2011	\$50.350	12/01/2011	\$51.600
WASTE WATER PUMP OPERATOR	12/01/2010	\$60.980				
WATER METER INSTALLER	03/01/2011	\$67.500	09/01/2011	\$68.250	03/01/2012	\$69.030
	09/01/2012	\$70.300	03/01/2013	\$71.550		
Outside Electrical - East						
CABLE TECHNICIAN (Power Zone)	08/30/2010	\$34.050	08/29/2011	\$35.310		

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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H



Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification	Effective Dates and Total Rates			
CABLEMAN (Underground Ducts & Cables)	08/30/2010	\$44,320	08/29/2011	\$46,110
DRIVER / GROUNDMAN CDL	08/30/2010	\$39,360	08/29/2011	\$40,830
DRIVER / GROUNDMAN -Inexperienced (<2000 Hrs)	08/30/2010	\$31,890	08/29/2011	\$33,050
EQUIPMENT OPERATOR (Class A CDL)	08/30/2010	\$48,320	08/29/2011	\$50,110
EQUIPMENT OPERATOR (Class B CDL)	08/30/2010	\$41,760	08/29/2011	\$43,340
GROUNDMAN	08/30/2010	\$31,390	08/29/2011	\$32,550
GROUNDMAN -Inexperienced (<2000 Hrs.)	08/30/2010	\$26,840	08/29/2011	\$27,790
TOURNEYMAN LINEMAN	08/30/2010	\$57,510	08/29/2011	\$59,620
APPRENTICE: LINEMAN (Outside Electrical)- East Local 104				
Ratio	Step	1	2	3
1:2	%	60.00	65.00	70.00
Apprentice wages shall be no less than the following:				
Step 1: \$34,590; Step 2: \$39,630; Step 3: \$44,320; Step 4: \$49,360; Step 5: \$54,400; Step 6: \$59,620; Step 7: \$64,840				
TELEDATA CABLE SPLICER	03/01/2007	\$27,330		
TELEDATA LINEMAN/EQUIPMENT OPERATOR	03/01/2007	\$27,330		
TELEDATA WIREMAN/INSTALLER/TECHNICIAN	03/01/2007	\$27,330		
TREE TRIMMER	02/01/2009	\$19,010		
This classification applies only to the trimming of branches on and around utility lines.				
TREE TRIMMER GROUNDMAN	02/01/2009	\$17,060		
This classification applies only to the trimming of branches on and around utility lines.				

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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DIVISION OF OCCUPATIONAL SAFETY



JOANNE F. GOLDSTEIN
Secretary of Labor and Workforce Development
GEORGE E. NOEL
Division of Labor
HEATHER E. BOWE
Assistant Commissioner of Division of Occupational Safety

Prevailing Wage Rates

As determined by the Commissioner under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H

Awarding Authority: City of Newton

Contract Number: 11-77

City/Town: NEWTON

Description of Work: Annual Servicing, Repairing, Installation of Air Conditioning Equipment, Electrical, Pneumatic Controls and Heating Equipment

Job Location: Various Locations

Classification

Effective Dates and Total Rates

Additional Apprentice Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours) unless otherwise specified.

* Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof.

** Multiple ratios are listed in the comment field.

*** The job site ratio of 2 apprentices (APP) for every 3 journeymen (JM) is allowed as follows:

1 JM: 1 APP; 2-3 JM: 2 APP; 4-6 JM: 4 APP; 7-9 JM: 6 APP; 10-12 JM: 8 APP; 13-15 JM: 10 APP; etc.

**** The job site ratio of 2 apprentices (APP) for every 3 journeymen (JM) is allowed as follows:

1-2 JM: 1 APP; 3-4 JM: 2 APP; 5 JM: 3 APP; 6-7 JM: 4 APP; 8 JM: 5 APP; etc.

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The Massachusetts Prevailing Wage Law M.G.L. ch. 149, §§ 26 – 27

NOTICE TO AWARDING AUTHORITIES

- 'The enclosed wage schedule applies only to the specific project listed at the top and will be updated for any public construction project lasting longer than one (1) year.
- 'You should request an updated wage schedule from the Division of Occupational Safety if you have not opened bids or selected a contractor within 90 days of the date of issuance of the enclosed wage schedule.
- 'The wage schedule shall be incorporated in any advertisement or call for bids for the project for which it has been issued.
- 'Once a contractor has been selected by the awarding authority, the wage schedule shall be made a part of the contract for that project.

NOTICE TO CONTRACTORS

- The enclosed wage schedule, and any updated schedule, must be posted in a conspicuous place at the work site during the life of the project.
- The wages listed on the enclosed wage schedule must be paid to employees on public works projects regardless of whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
- The enclosed wage schedule applies to all phases of the project including the final clean-up. Contractors whose only role is to perform final clean-up must pay their employees according to this wage schedule.
- All apprentices must be registered with the Massachusetts Division of Apprentice Training in order to be paid at the reduced apprentice rates. If a worker is not registered with the Division of Apprentice Training, they must be paid the “total rate” listed on the wage schedule regardless of experience or skill level. For further information, please call (617) 727-3486 or write to the Division of Apprentice Training, 399 Washington Street, 4th Floor, Boston, MA 02108

WEEKLY PAYROLL RECORDS REPORT & STATEMENT OF COMPLIANCE

In accordance with Massachusetts General Law c149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form has been printed on the reverse of this page and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

In addition, every contractor and subcontractor is required to submit a copy of their weekly payroll records to the awarding authority. This is required to be done on a weekly basis. Once collected, the awarding authority is also required to preserve those records for three years.

In addition, each such contractor, subcontractor or public body shall furnish to the Department of Labor & Workforce Development/Division of Occupational Safety within fifteen days after completion of its portion of the work a statement, executed by the contractor, subcontractor or public body who supervises the payment of wages, in the following form:

STATEMENT OF COMPLIANCE

_____, 200_____

I, _____,
(Name of signatory party) (Title)
do hereby state:
That I pay or supervise the payment of the persons employed by
_____ on the _____
(Contractor, subcontractor or public body) (Building or project)
and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on
said project have been paid in accordance with wages determined under the provisions
of sections twenty-six and twenty-seven of chapter one hundred and forty nine of the
General Laws.

Signature _____

Title _____

DIVISION OF OCCUPATIONAL SAFETY, 399 WASHINGTON STREET, 5TH FL., BOSTON, MA. 02108

